

*TOWN OF LUNENBURG*  
*ANNUAL REPORT FOR FISCAL YEAR 2016*



Cover photo of Lunenburg Middle/High School at dusk is courtesy of  
Eric Vickery Photography.

## *In Memoriam*



**Jean Elizabeth Hobbs**, a dedicated and energetic member of the Lunenburg community for more than 60 years. She graduated from Northbridge High School in 1944 and went on to study at Memorial Hospital School of Nursing in Worcester, graduating in 1947. That same year she married Frederick B. Hobbs and moved to Lunenburg, where he would later become Police Chief.

She was a contributor to the town history, *Lunenburg: The Heritage of Turkey Hills, 1728-1978* and played key roles in planning the town's 250th and 275th anniversary celebrations.

In the 1960s, she was a Girl Scout leader, Den Mother, and a founding member of the Lunenburg Music Aiders. She served on the Town's 1976 Bicentennial Committee, the Insurance Advisory Committee, Board of Directors for the Memorial Fund and for School Community Linked Services and was a member of the Lunenburg Historical Society. She was a fixture at Lunenburg's Annual Town Meeting, never reluctant to share her thoughts and opinions.

Jean was dedicated to elder services. She was Chairwoman of the Lunenburg Council on Aging from 1990 to 2001. She served on boards for the Central MA Agency on Aging, the Central MA Association of Councils on Aging, and the Massachusetts Opportunity Council and its Nutrition Advisory Board. She also served as a SHINE (Serving Health Insurance Needs of Elders) counselor at Eagle House. In the early years of Fitchburg Access TV, she hosted Senior Lifestyles. She was a familiar face at Eagle House where she contributed hundreds of volunteer hours and was a member of the book club. Jean was instrumental in securing a state grant to expand Eagle House Senior Center in 1998. In 1998 she received a DOVE Award from the Massachusetts Legislature in recognition of her dedicated volunteer service to elders.

For many years Jean was the Lunenburg correspondent for the Fitchburg Sentinel and the Times Free Press. From 2001 to 2008 she worked for The Lunenburg Ledger and wrote a popular column called "From the Eye of the Eagle" in which she voiced her views on town politics and happenings, colored with a bit of local history.



**Lawrence W. Marshall**

Larry was born in Leominster and attended Leominster High School and Amherst College. He was active in the Boy Scouts of America since his youth and continued his compassion for service with his youngest son's Troop 1798 of Lunenburg; proudly assisting them to achieve the rank of Eagle Scout. He owned various businesses in the area, and was proud to be a well-respected real estate appraiser for over 40 years. He was first an extremely devoted husband and father and enjoyed spending time with his family and gardening. Looked on as a mentor, advisor and friend to many, Larry will be sorely missed and forever remembered and loved.

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## **LUNENBURG PROFILE**

YEAR INCORPORATED- 1728

REGISTERED VOTERS-7115

FY'16 TAX RATE-\$19.62

OPEN TOWN MEETING GOVERNMENT- FIVE MEMBER BOARD OF SELECTMEN

ANNUAL TOWN MEETING- 1<sup>ST</sup> SATURDAY IN MAY

ANNUAL TOWN ELECTION- 3<sup>RD</sup> SATURDAY IN MAY

AREA- 26.63 SQUARE MILES

ROAD MILES- ABOUT 100

Lunenburg was settled in 1718 and incorporated in 1728. It occupies a land area of approximately 26.4 square miles. Lunenburg is located in north central Massachusetts approximately 43 miles from Boston. It is bordered on the west by the Town of Ashby and the City of Fitchburg, on the south by the Town of Lancaster and the City of Leominster, on the east by the Town of Shirley, and on the north by the Town of Townsend.

Local legislative decisions are made by an open town meeting consisting of all registered voters in the town. Subject to the legislative decisions made by town meeting, the affairs of the town are generally administered by a five member Board of Selectmen and a Town Manager. Local school affairs are administered by an elected seven member School Committee while local taxes are assessed by a three member Board of Assessors, all are appointed on an at-large basis for staggered three-year terms.

Lunenburg is a semi-rural community located in northern Worcester County. Three water bodies account for somewhat of a clustered approach to the town's historical development. Lake Whalom and the former Whalom Amusement Park delineated the Whalom District from the remainder of Lunenburg. This district was developed as a housing base for many factory workers working in the mills and factories of Leominster and Fitchburg. In many ways the characteristics of the Whalom District more closely reflect characteristics of these cities than of the rest of Lunenburg. The Hickory Hills area of town, around Hickory Hills Lake, was developed as a private community comprised largely of vacation cottages. The third body of water is Shirley Reservoir, a public water body also developed with mainly vacation cottages that have now been modified to year-round residences. Commercial and industrial development is permitted in several areas of town, primarily along the two major arteries (Routes 2A and 13), and the town's peripheries, due largely to the close proximity of Leominster's and Fitchburg's sewer and water systems. Although many farms and orchards had slowly developed into single family housing, farming continues on in Lunenburg. At the Annual Town Meeting on May 4<sup>th</sup>, 2013, the Town voted to establish an Agricultural Commission to represent, preserve, and enhance farming in the community and to administer the "Right to Farm" bylaw.

## ELECTED OFFICIALS

### **GOVERNOR**

Charlie Baker  
Massachusetts State House  
Room 280  
Office of the Governor  
Boston, MA 02133  
(617) 725- 4005  
(888) 870-7770

### **ATTORNEY GENERAL**

Maura Healey  
Office of Attorney General  
One Ashburton Place  
Boston, MA 02108-1518  
(617) 727-2200 Boston office  
(508) 792-7600 Worcester office  
Email: [ago@state.ma.us](mailto:ago@state.ma.us)

## MASSACHUSETTS CONGRESSIONAL DELEGATION

### SENATE

Elizabeth Warren  
**Boston Office**  
2400 JFK Federal Building  
15 New Sudbury Street  
Boston, MA 02203  
(617) 565-3170  
<http://www.warren.senate.gov/>

**Washington D.C. Office**  
317 Hart Senate Office Building  
Washington, D. C. 20510  
(202) 224-4543

Edward J. Markey  
**Boston Office**  
975 JFK Federal Building  
15 New Sudbury Street  
Boston, MA 02203  
(617) 565-8519  
<http://www.markey.senate.gov/>

**Washington D.C. Office**  
255 Dirksen Senate Office Building  
Washington, D. C. 20510  
(202) 224-2742

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**Niki Tsongas – Federal- 3<sup>rd</sup> District**  
1714 Longworth House Office Building  
Washington, D.C. 20515  
(202) 225-3411

**Fitchburg State University**  
**Center for Professional Studies Office**  
150 Main Street  
**Fitchburg, MA 01420**  
(978) 459-0101

## STATE LEGISLATORS

### **Senate- Worcester & Middlesex Districts**

**Jennifer L. Flanagan**  
MA State House, Room 312D  
Boston, MA 02133  
(617) 722-1230  
[Jennifer.Flanagan@masenate.gov](mailto:Jennifer.Flanagan@masenate.gov)

**District Office**  
24 Church Street  
Leominster, MA 01453  
(978) 534-3388

### **House of Representatives - 37<sup>th</sup> Middlesex District**

**Jennifer E. Benson**  
MA State House, Room 42  
Boston, MA 02133  
(617) 722-2014  
[Jennifer.Benson@mahouse.gov](mailto:Jennifer.Benson@mahouse.gov)

**(Lunenburg Precincts A, C, D)**

### **House of Representatives- 3<sup>rd</sup> Worcester District**

**Stephan Hay**  
MA State House, Room 33  
Boston, MA 02133  
(617) 722-2060  
[Stephan.Hay@mahouse.gov](mailto:Stephan.Hay@mahouse.gov)

### **(Lunenburg Precinct B)**

**District Office**  
Fitchburg Senior Center  
14 Wallace Avenue  
Fitchburg, MA 01420  
(978) 829-1794

<b>ELECTED OFFICIALS</b>
--------------------------

**Board of Assessors - 3 year term**

Louis J. Franco – 2017  
Richard H. Letarte-2018  
Rena Swezey – 2019

**Board of Health - (5 members) 3 year term**

George Emond – 2018  
Paul J. Fortin- 2017  
Perry R. Jewell- 2017  
David M. Passios - 2018  
James J. Auge- 2019

**Board of Selectmen - 3 year term**

Thomas A. Alonzo - 2017  
Paula J. Bertram - 2018  
Robert J. Ebersole - 2019  
Phyllis M. Luck - 2017  
James E. Toale - 2019

**Cemetery Commission - 3 year term**

Lance D. May – 2019  
Lorraine Mendoza- 2018  
G. Stephen Schaff - 2017

**Constable - 3 year term**

John E. Baker - 2019

**Housing Authority – (5 members) 5 year term**

Deborah A. H. Christen - 2018  
Paul J. Doherty - 2020  
Caroline Fortin - 2019  
Linda M. McDonald-2021

**Library Trustees - 3 year term**

Harry Kubitz - 2017  
Richard N. Mailloux – 2019  
Kiirja Paananen-2018  
Donna Saiia-2019  
Gare Thompson - 2019  
Susan Visser - 2017  
Lars H. Widstrand - 2018

**Moderator - 3 year term**

Timothy W. Murphy - 2018



<b>ELECTED OFFICIALS</b>
--------------------------

**Park Commission - 3 year term**

Dennis Mannone-2019

Karin Menard- 2018

Pete McCauliff- appointed July 19, 2016\*

Robert Robuccio – resigned June 2016

\* Serving until next annual election

**Planning Board – 2 - 5 year terms**

Matthew Allison - 2020

Gregory P. Bittner- 2017

Kenneth Chenis - 2019

Damon J. McQuaid – 2018

David Prokowiew- 2021

**School Committee - 3 year term**

Dawn-Marie Ayles -2019

Wendy Bertrand- 2018

Michael Mackin - 2017

Heather Sroka - 2017

Meredith Weiss- 2019

**Sewer Commission – 1/2/3 year terms**

Joseph Anderson-appointed July 5, 2016\*

Susan Bunish- resigned July 2016

Troy Daniels – resigned January 2016

Carl Luck – 2019

Joan Pease-appointed July 19, 2016\*

John Reynolds – 2019

Richard St. Cyr-appointed October 11, 2016\*

\*Serving until next annual election

**Town Clerk – 3 year term**

Kathryn M. Herrick - 2019

**Trust Fund Commission – 3 year term**

Michael D. Gale – 2018

Robert Herrick - 2019

Karen Ullo – 2017

## **APPOINTED OFFICIALS**

**TERMS ARE FOR ONE YEAR UNLESS OTHERWISE INDICATED.**

### **AGRICULTURAL COMMISSION- 3 year terms**

Maureen Dupuis-2019  
Douglas MacMillan -2018  
Jeffrey Mendoza- 2018  
Arthur Snow-2019  
Renee Trakimas- 2017

### **ANIMAL CONTROL OFFICER/**

Kathleen M. Comeau

### **ANIMAL INSPECTOR (Term runs May 1 to April 30)**

Kathleen M. Comeau

### **ARCHITECTURAL PRESERVATION DISTRICT COMMISSION (APDC)-3 year terms**

Brian Corcoran-2018  
Cullen Dwyer-2017  
Matthew Kehrer-2019  
Jim LaVeck- 2017  
Richard McGrath-2019

### **BOARD OF REGISTRARS OF VOTERS (Term runs April 1 to March 31)**

Ruth Anderson-2018  
Kathy Herrick- Town Clerk  
Karen Kemp- 2017

### **BUILDING COMMISSIONER**

Michael Sauvageau

### **BUILDING INSPECTOR (ALTERNATE)**

Garry Rhodes

### **ASSISTANT BUILDING INSPECTOR**

John Morreale

### **BUILDING REUSE COMMITTEE**

Ronald Albert-resigned November 2016  
Mark Erickson, Finance Committee Representative  
Rebecca Lantry- Historical Commission  
Mike Mackin, School Committee Representative  
David MacDonald, Resident  
Damon McQuaid, Planning Board Representative  
Jamie Toale, Board of Selectmen Representative

### **BYLAW REVIEW COMMITTEE**

Robert Bowen  
Nancy Gray  
Cathy Hennessey  
Kathryn Herrick-Town Clerk  
Michelle Smith

### **CABLE ADVISORY COMMITTEE**

Tom Alonzo-2016  
Paula Bertram- 2016  
Steve Walker – 2016

<b>APPOINTED OFFICIALS</b>
----------------------------

**TERMS ARE FOR ONE YEAR UNLESS OTHERWISE INDICATED.**

**CAPITAL PLANNING COMMITTEE- 3 year terms**

Matthew Allison- Planning Board  
John Henshaw- Finance Committee  
Karin Menard- Member at Large-2019  
Heather Sroka- School Committee  
Jamie Toale- Board of Selectmen  
Kerry A. Lafleur- Town Manager, Ex Officio

**CLOCKWINDERS**

Tom Alonzo  
Joseph “Al” Dettenrieder  
Lou Franco  
Michael Kidney  
John Lynch  
George Martin

**CONSERVATION COMMISSION- 3 year terms**

Tom Bertram- 2017  
Richard Bursch-2017  
Todd Dwyer- 2019  
Kenneth Jones- 2018  
Carl Luck -2018  
Bob Pease- 2019  
John Rabbitt- 2019

**CONSTABLE**

Kevin Rice  
Alan Herget  
Stanley Young

**COUNCIL ON AGING- 3 year terms**

Elizabeth (Betty) DiGiacomo - 2018  
Jacquelyn Dwyer- 2019  
Brian Guenard -2018  
Sarah Grant- 2017  
Jean Hobbs- Honorary Member  
Debbie Lincoln- 2018  
Pete Lincoln-2019  
Kevin McNally- 2019  
Cheryl Moisan-2017  
Diane Nowd- 2017  
Jane Rabbitt- 2019  
Judith Tarbell – 2019

**COUNCIL ON AGING DIRECTOR**

Susan Doherty

## **APPOINTED OFFICIALS**

**TERMS ARE FOR ONE YEAR UNLESS OTHERWISE INDICATED.**

### **CULTURAL COUNCIL- 3 year terms**

Brent Benson- 2017  
Laura Brozowski-2018  
Holly Carr-2019  
Sarah Coon-2018  
Mary Ellen Letarte- 2018  
Pete McCarron- 2018

### **DAM KEEPER**

Ronald Wilson

### **ASSISTANT DAM KEEPER**

Richard Patry

### **FIRE CHIEF/ EMERGENCY MANAGEMENT DIRECTOR/ FOREST WARDEN**

Patrick Sullivan

### **“RACES” CONTROL OPERATOR (Radio Amateur Civil Emergency Service)**

Brian L. LeBlanc  
Ralph Swick  
Jean Swick, Member

### **FENCE VIEWERS**

Vacancies

### **FIELD DRIVER**

Kathleen Comeau

### **FINANCE COMMITTEE- 3 year terms**

Hannah Anderson-2019  
Terese Burchfield- 2018  
Mark Erickson- 2018  
John Henshaw-2019  
Karin Menard-resigned May 2016  
George Martin- 2019  
Jay Simeone-2017  
1 Vacancy

### **GREEN COMMUNITY TASK FORCE**

David Blatt  
Greg Bittner  
Michael Conway  
Zachary Cutting  
Elizabeth Murphy  
Neal Sullivan

### **GCTF ADVISORS**

Adam Burney, Land Use Director  
James Breault, DPW  
John Londa, Director of Facilities & Grounds

### **HAZARDOUS WASTE COORDINATOR**

Kerry A. Lafleur

### **HEARINGS OFFICER**

Kerry A. Lafleur

### **HISTORICAL COMMISSION- 3 year terms**

Cullen Dwyer-2017                      Lois Lewis-2019  
Rebecca Lantry-2018                  Richard McGrath-2018  
Amory Phelps-resigned September 2016

<b>APPOINTED OFFICIALS</b>
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**TERMS ARE FOR ONE YEAR UNLESS OTHERWISE INDICATED.**

**INSPECTOR OF PLUMBING & GAS FITTINGS**

Gary Williams – 34 Round Road

**ASST. INSPECTOR OF PLUMBING/GAS**

Richard Kapenas

**INSPECTOR OF WEIGHTS & MEASURES**

Stephen E. Cullinane

**INSPECTOR OF WIRING**

James Sharkey-retired December 2016

**INTERIM TOWN MANAGER**

David J. Marciello

**LOCAL CENSUS LIAISON**

Kathryn M. Herrick, Town Clerk

**MART ADVISORY BOARD**

Phyllis Luck

**MONTACHUSETT JOINT TRANSPORTATION COMMITTEE**

Kenneth Chenis-Planning Board Representative

**MONTACHUSETT METROPOLITAN PLANNING ORGANIZATION-Subregion 3**

Paula Bertram

**MONTACHUSETT REGIONAL PLANNING COMMISSION**

David Prokowiew- Planning Board Representative

**MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL COMMITTEE**

Barbara Reynolds-2019

**PERSONNEL COMMITTEE- 3 year terms**

Scott Chase-2017

Deborah Christen-2016

David MacDonald-2019

Cheryl Valera-resigned January 2016

Linda Vickery-2017

Nancy Forest- Town Employee Representative

**POLICE CHIEF**

James Marino

**POUND KEEPER**

Jean Larkin

**PUBLIC ACCESS CABLE COMMITTEE- 3 year terms**

Jeffrey Bajko-2017

Faith Beall- 2018

Stephen Walker-2017

<b>APPOINTED OFFICIALS</b>
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**TERMS ARE FOR ONE YEAR UNLESS OTHERWISE INDICATED.**

**PUBLIC WEIGHERS (for P.J. Keating Co.)**

Brian Contois	Michael Reynolds	Eric Morin	Britany Woodhouse
Robert Croteau	Richard Reynolds	Jennifer Oliveira	
Sarah Fitzgerald	Jay Vallierre		

**SCHOOL BUILDING COMMITTEE**

Tom Alonzo- Board of Selectmen  
Mike Barney- Citizen at Large  
Loxi Jo Calmes- School Superintendent  
Greg Bittner- Planning Board  
Mark Erickson- Finance Committee  
Brian Frank-Citizen At Large  
Mike Mackin- School Committee  
Gregory Roy- Citizen At Large  
Colleen Shapiro- Citizen at Large

**SENIOR CITIZEN PROPERTY TAX WORK-OFF PROGRAM & TAXATION AID COMMITTEE**

Sheila Craigen- Assessors' Principal Clerk  
Susan Doherty- Council on Aging Director  
Nancy Forest-Human Resources/Payroll Coordinator  
Jean Larkin-Member at Large  
Myleen Mallari- Treasurer/Collector

**STORM WATER TASK FORCE**

Matthew Allison- Planning Board Representative  
Jim Auge- Board of Health Representative- resigned April 2016  
Sarah Cammer- Member at Large  
David MacDonald- Member at Large-resigned March 2016  
John Rabbitt- Conservation Representative  
Jack Rodriquez-DPW  
Phyllis Luck- Selectmen

**TOWN COUNSEL**

KP Law, P.C.

**TOWN HALL CLOCKWINDERS**

Tom Alonzo  
Joseph "Al" Dettenrieder  
Lou Franco  
Brian Guenard  
Michael Kidney  
John Lynch  
George Martin

**TOWN FOREST COMMITTEE**

Richard Bursch- 2016

<b>APPOINTED OFFICIALS</b>
----------------------------

**TERMS ARE FOR ONE YEAR UNLESS OTHERWISE INDICATED.**

**TOWN MANAGER SCREENING COMMITTEE**

Matthew Allison-Planning Board  
Mark Erickson- Finance Committee  
Tim Murphy- Town Moderator  
Heather Sroka- School Committee  
Jamie Toale- Selectmen

**TREE WARDEN**

Jack Rodriquenz

**VETERANS SERVICES AGENT**

T. J. Blauser

**WELLNESS COORDINATOR**

Lisa Normandin

**ZONING BOARD OF APPEALS 5 year terms**

Raymond E. Beal- resigned December 2016  
James Besarkarski-2021  
Donald Bowen – resigned April 2016  
Alfred Gravelle-2020  
Hans Wentrup -2018

**ZBA ASSOCIATES**

David Blatt- 2019                      Paul Doherty- 2017                      Sheila Lumi- 2018





## ***ADMINISTRATION***

## **REPORT OF THE TOWN MANAGER**

The calendar year of 2016 was a year of progress for the Board of Selectmen and Town Manager's Office. During 2016 there are many accomplishments I would like to highlight:

- In February the Building Reuse Committee presented the results of the Feasibility Study on the Building Assessment and Space Needs of the town departments performed by Tappe Associates. The preferred option of the Committee was to demolish parts of TC Passios School and renovate portions due to the sufficient space and cost. The Board agreed to move forward on this alternative with the possibility of renting/leasing a portion of that building. At the Annual Town Meeting it was voted to transfer the custody and control of the T.C. Passios and Brooks House from the School Committee to the Board of Selectmen. Further, at the November 2016 Special Town Meeting the Building Reuse Committee submitted an article to convey for the purpose of leasing or selling the Ritter Building, Town Hall, old Primary School, Brooks House, and T.C. Passios. This article did not receive a majority vote but the use of these buildings continues to be a topic of interest.
- During the month of March the Board signed a three year Collective Bargaining Agreement with the Professional Firefighter's Association and the Board discussed the role and responsibility of the Selectmen, including being a liaison to various committees. Also in March DPW Director Jack Rodriquez presented an updated Pavement Management Plan for roadway improvements of all town roads that included a proposal for a \$4 Million dollar voter authorized debt exclusion that passed at both a town meeting and ballot vote. The work will be done over a 4 year period and would be financed over a period at least twice as long. The Town will attempt to put an additional \$50,000 each fiscal year in the Pavement Management Line Item Account, so there would be sufficient funding for roadway improvements going forward.
- The Summer Street redevelopment and roadway improvement project continued to move forward with a slated beginning of 2017. The total project costs of \$10M will be funded through the Regional Transportation Improvement Plan (TIP), which are state and federal transportation funds.
- The Town received notice in May that the Tennessee Gas Pipeline Company had suspended any further work on the Northeast Energy Direct Project, which the Town had declared opposition to in February of 2015.
- The Annual Town Meeting on May 7<sup>th</sup> passed a balanced budget for FY 2018 with an omnibus budget of \$33,802,328. Amendments to the FY 2018 budget were made at both the August and November Special Town Meetings for a revised total of \$34,068,192.
- The Special Town Meeting on August 22<sup>nd</sup> provided for a surplus of state revenue to be transferred into the reserve fund and a portion into the school budget. The STM also approved funding for the DPW Collective Bargaining Agreement and approval of two rooftop solar

## **REPORT OF THE TOWN MANAGER**

projects at the Middle/High School and DPW buildings as well as a power purchase/net metering agreement for a project at a non-town owned parcel. Zoning articles as well as a boundary line agreement on Chestnut Street and a 10% match for an APR property for Lanni Orchards was on the warrant.

- The Selectmen heard a presentation from World Tech Engineering on the Complete Streets program under Mass DoT in October and this would be continued into 2017.
- The Special Town Meeting on November 28<sup>th</sup> included amending the FY 2017 budget, creating a Town Building Stabilization Fund, appropriating money to improve the Cemeteries, updating the Salary Administration Plan, and amending the FY 2017 Cable Access budget.
- A Request for Proposals was advertised for Legal Counsel Services with proposals due in December and a final choice has yet to be made as of writing this report.
- The Selectmen received the resignation of former Town Manager Kerry Lafleur in July and the Town began the process of searching for an Interim Town Manager and subsequently a permanent Town Manager. Interim Town Manager David Marciello was appointed in September and served until December. The search for a permanent Town Manager began in September with a final decision made in December to appoint Heather Lemieux.

At the time of writing this report I have worked for the Town of Lunenburg for just under three months. In my short amount of time on the job, it is apparent there is an abundance of wonderful people that make up the Town of Lunenburg. Thank you to the Board of Selectmen for the level of respect that each of you gives your fellow members, the staff, and the public and well thought out decisions. Thank you to my Executive Assistant, Elaine Peterson, for all your hard work and keeping the office running smoothly. I would also like to thank the department heads and staff for the high level of service they provide to the residents of town. Specifically, I would like to express gratitude to the department heads that lead our various departments: James Marino, Police Chief; Patrick Sullivan, Fire Chief; Jack Rodriquenz, DPW Director; Karen Brochu, Town Accountant/Finance Director; Myleen Mallari, Treasurer/Collector; Louise Paquette, Assessors; Steve Malandrinos, IT Director; Adam Burney, Land Use Director; Susan Doherty, COA Director; Martha Moore, Library Director; Kathryn Herrick, Town Clerk; and all their staff for their talent and working together to make our town run as efficiently as possible. Lastly, thank you to the residents and businesses that make Lunenburg a wonderful place to visit, work, and live.

Respectfully submitted,

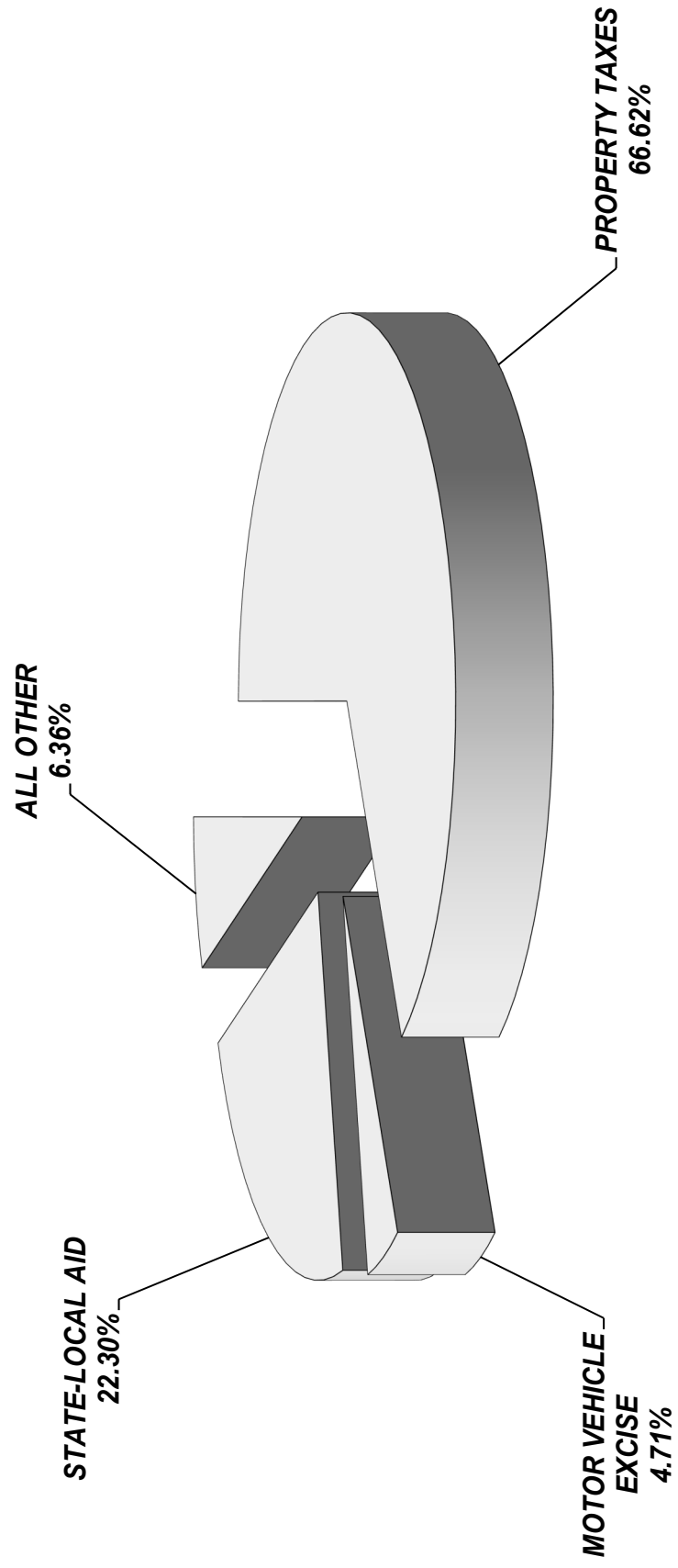
Heather R. Lemieux

Town Manager

TOWN OF LUNENBURG, MASSACHUSETTS						
COMBINED BALANCE SHEET						
ALL FUND TYPES AND ACCOUNT GROUPS						
FOR THE YEAR ENDED JUNE 30, 2016						
		SPECIAL		CAPITAL	FIDUCIARY	ACCT. GROUP
	GENERAL	REVENUE	ENTERPRISE	PROJECT	FUND TYPES	GENERAL
	FUND	FUND	FUNDS	FUND	TRUST and AGENCY	LONG-TERM DEBT
CASH and CASH INVESTMENTS	\$3,759,030.93	\$2,175,585.64	\$1,426,620.66	\$6,572,545.70	\$2,525,806.48	
RECEIVABLES:						
FY16 REAL ESTATE TAXES	\$506,813.93					
FY15 REAL ESTATE TAXES	\$1,532.74					
FY14 REAL ESTATE TAXES	(\$2,889.42)					
FY 13 REAL ESTATE TAXES	\$22.49					
FY 12 REAL ESTATE TAXES	\$31.98					
FY 11 REAL ESTATE TAXES	\$30.71					
FY 10 REAL ESTATE TAXES	\$137.74					
FY 08 REAL ESTATE TAXES	\$15.90					
FY07 REAL ESTATE TAXES	\$3,890.09					
DEFERRED PROPERTY TAXES	\$11,809.92					
SUPPLEMENTAL TAXES	\$6,440.64					
ALLOW ABATE/EXEMPTIONS	(\$144,168.56)					
PERSONAL PROPERTY TAXES	\$73,520.28					
ROLL BACK TAXES	\$0.00					
TAX LIENS	\$1,092,380.85					
EXCISES	\$243,852.65					
OTHER	\$710,584.06					
STREET BETTERMENTS RECEIVABLE	\$2,700.00					
SEPTIC/SEWER BETTERMENTS RECEIVABLE	(\$940.46)	\$3,475.74	\$5,170,562.36			
DEFERRED SEWER BETTERMENTS			\$6,191.86			
USER CHARGES RECEIVABLE			\$155,018.38			
WATER BETTERMENTS DUE	\$69.30					
WATER DISTRICT						
MEADOW WOODS WATER BETTERMENT REC	\$1,117,221.80					
DUE FROM TRUST FUNDS/SRF/ENTERPRISE	\$8,823.34					
DUE FROM GENERAL FUND		\$31,140.40	\$199,218.18		\$400.00	
DUE FROM COMMONWEALTH OF MASS	\$237,293.00					
PREPAID EXPENSES	\$22,832.98	\$276.77	\$207.20			
AMOUNT TO BE PROVIDED FOR						
RETIREMENT OF GENERAL						
LONG TERM DEBT						\$52,186,686
TOTAL ASSETS	\$7,651,036.89	\$2,210,478.55	\$6,957,818.64	\$6,572,545.70	\$2,526,206.48	\$52,186,686
LIABILITIES and FUND EQUITY:						
LIABILITIES:						
WARRANTS PAYABLE	\$272,572.08	\$537,960.50	\$72,366.44			
ACCRUED SALARIES	\$907,926.43	\$41,430.93				
BANS PAYABLE				\$949,581.00		
EMPLOYEES' WITHHOLDINGS PAYABLE	\$70,713.77					
OTHER LIABILITIES and						
ACCRUED EXPENSES	\$46,937.69					
DEFERRED REVENUE	\$3,623,056.64	\$3,475.74	\$5,331,772.60			
DUE TO TRUST FUNDS/SRF/CPF/ENTERPRISE	\$230,758.58					
DUE TO GENERAL FUND		(\$50.00)	\$7,718.28		\$1,155.06	
DUE TO WATER DISTRICT	\$21,947.67					
WARRANTY DEPOSITS						
GENERAL OBLIGATION						
LONG TERM DEBT						\$52,186,686
TOTAL LIABILITIES	\$5,173,912.86	\$582,817.17	\$5,411,857.32	\$949,581.00	\$1,155.06	\$52,186,686

TOWN OF LUNENBURG, MASSACHUSETTS						
COMBINED BALANCE SHEET						
ALL FUND TYPES AND ACCOUNT GROUPS						
FOR THE YEAR ENDED JUNE 30, 2016						
					FIDUCIARY	ACCT. GROUP
		SPECIAL		CAPITAL	FUND TYPES	GENERAL
	GENERAL	REVENUE	ENTERPRISE	PROJECT	TRUST and	LONG-TERM
	FUND	FUND	FUNDS	FUND	AGENCY	DEBT
FUND BALANCES:						
RESERVED FOR ENCUMBRANCES	\$637,981.43		\$14,165.00			
RESERVED FOR FUTURE DEBT-PREMIUM	\$7,818.16					
RESERVED FOR MSBA DEBT/DE-1	\$479,665.00					
RESERVED EXTRAORDINARY						
RESERVED FOR EXPENDITURES	\$250,000.00		\$101,385.62			
RESERVED FOR ENDOWMENTS					\$634,933.13	
UNPROVIDED ABATE/EXEMPTIONS						
UNRESERVED:						
DESIGNATED						
UNDESIGNATED	\$1,101,659.44	\$1,627,661.38	\$1,430,410.70	\$5,622,964.70	\$1,890,118.29	
TOTAL FUND EQUITY	\$2,477,124.03	\$1,627,661.38	\$1,545,961.32	\$5,622,964.70	\$2,525,051.42	
TOTAL LIABILITIES/FUND EQUITY	\$7,651,036.89	\$2,210,478.55	\$6,957,818.64	\$6,572,545.70	\$2,526,206.48	\$52,186,686

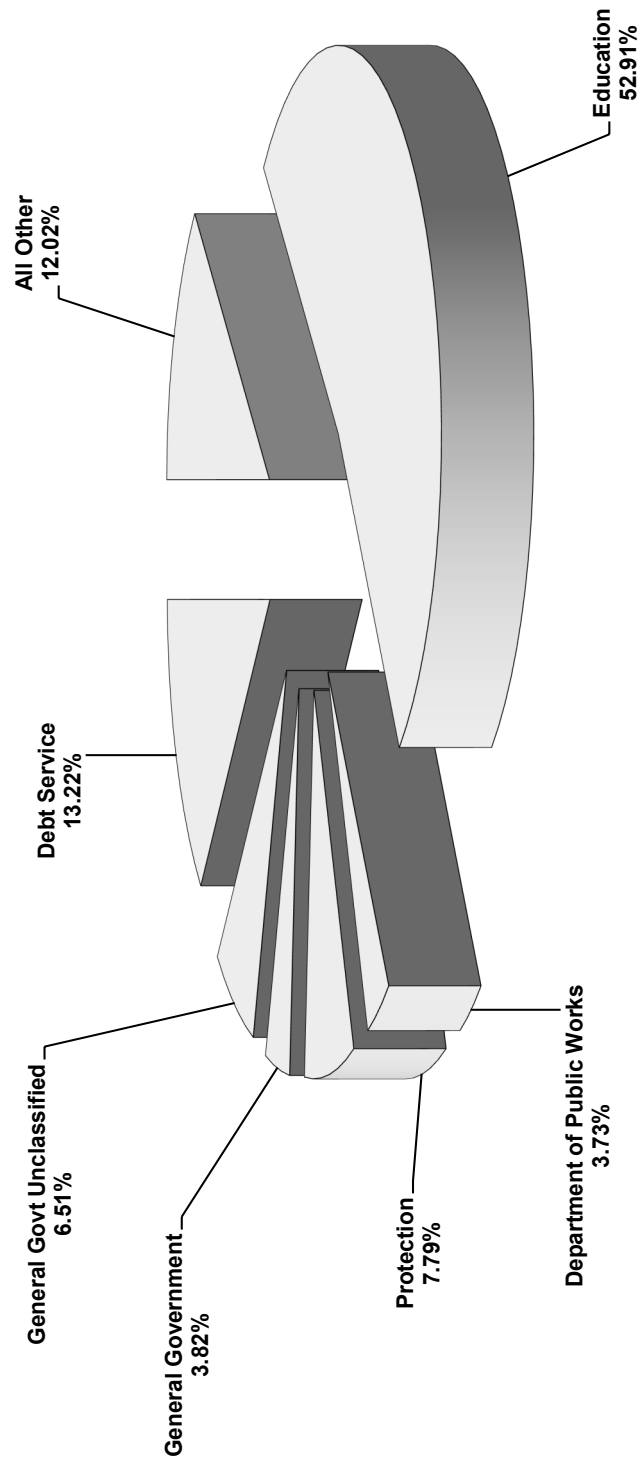
## GENERAL FUND REVENUES FY 16



## FY 2016 RECEIPTS - JUNE 2016

TAXES & EXCISES:			
PERSONAL PROPERTY TAXES	\$684,128.27	RENTAL FEES CELL TOWER	\$35,073.74
REAL ESTATE TAXES	\$22,399,495.70	STREET LISTS	\$170.00
TAX LIENS REDEEMED	\$400,567.78	TOWN PROPERTY HAYING	\$1,000.00
		PRIOR YEAR REFUNDS	\$19,141.32
		DISHONORED CHECK FEE	\$185.00
SUPPL TAX-NEW CONSTRUCTION	\$73,548.61	SENIOR CENTER RENTAL FEES	\$380.00
PRO FORMA/ROLL BACK TAXES	\$6,712.97	SALE OF COMPOSTING BINS/RAIN BARRELS	\$3,433.00
MOTOR VEHICLE EXCISE	\$1,666,412.16	COBRA FEES	\$130.70
		ON-LINE FEES	\$31.00
INTEREST:			
		LICENSES/PERMITS:	
INTEREST PERSONAL PROPERTY	\$1,813.17	ALCOHOLIC BEVERAGES	\$31,080.00
INTEREST REAL ESTATE	\$50,950.86	MARRIAGE LICENSES	\$850.00
INTEREST MOTOR VEHICLE EXCISE	\$13,844.08	HEALTH LICENSES	\$1,735.00
		SELECTMEN'S LICENSES	\$4,970.00
DEMANDS:		GASOLINE LICENSES	\$610.00
		DOG LICENSES	\$12,795.00
DEMANDS MOTOR VEHICLE EXCISE	\$28,940.84	WIRING PERMITS	\$32,198.00
DEMANDS REAL ESTATE	\$1,470.12	GAS PERMITS	\$8,795.00
DEMANDS PERSONAL PROPERTY	\$265.00	PLUMBING PERMITS	\$12,608.00
		BUILDING PERMITS	\$147,586.05
PENALTY/INTEREST TAX LIENS	\$100,828.04	WOODSTOVE PERMITS	\$825.00
PAYMENT IN LIEU OF TAXES	\$1,637.40	FIRE PERMITS	\$18,625.00
		POLICE PERMITS	\$3,762.50
FEES:		TRENCH PERMIT	\$1,080.00
POLICE REPORT FEES	\$1,172.00	EARTH REMOVAL PERMITS	\$1,400.00
FIRE REPORT FEES	\$67.00	MECHANICAL PERMITS	\$50.00
SPECIAL DETAIL ADMIN. FEES	\$17,396.11	ROAD OPENING PERMITS	\$900.00
MUNICIPAL LIENS	\$10,475.00		
CERT COPY BIRTH, DEATH, MARRIAGE	\$4,941.00	STATE REVENUE:	
BUSINESS CERTIFICATE	\$2,535.00	CHARTER TUITION REIMBURSEMENT	\$33,882.00
RESIDENCY CERTIFICATE	\$5.00	STATE OWNED LAND	\$47,844.00
CERTIFICATE OF INSPECTION	\$1,075.00	VET/BLIND/SURVIVING SPOUSE ABATEMENTS	\$22,631.00
CABLE T.V.	\$1,619.00	ABATEMENTS ELDERLY	\$20,582.00
RELEASE FEES	\$14,310.00	CH 70 SCHOOL AID	\$5,834,483.00

## GENERAL FUND EXPENDITURES FY 2016





**TOWN OF LUNENBURG  
GENERAL FUND APPROPRIATIONS  
SUMMARY & CLASSIFICATION OF ACCOUNTS  
FISCAL YEAR 2016**

PROGRAM NAME	APPROPRIATED FORWARD	TOTAL FUNDS AVAILABLE	TOTAL EXPENDED	TOTAL ENCUMBERED	BALANCE TO REVENUE
<b><u>GENERAL GOVERNMENT</u></b>					
<b>Selectmen's Administration</b>					
Payroll-Administration	\$38,677.50	\$38,677.50	\$38,677.50		
Selectmen's Salaries	\$500.00	\$500.00	\$500.00		
Other Expenses	\$6,984.98	\$6,984.98	\$6,984.98		
	\$46,162.48	\$46,162.48	\$46,162.48	\$0.00	\$0.00
<b>Town Manager</b>					
Payroll - Town Manager	\$130,824.24	\$130,824.24	\$130,824.24		
Other Expenses	\$5,348.71	\$5,348.71	\$5,348.71		
	\$136,172.95	\$136,172.95	\$136,172.95	\$0.00	\$0.00
<b>Technology Director</b>					
Payroll	\$69,417.00	\$69,417.00	\$69,416.43		
Other Expenses	\$85,825.45	\$85,825.45	\$84,259.59	\$1,566.43	
	\$155,242.45	\$155,242.45	\$153,676.02	\$1,566.43	\$0.00
<b>Zoning Board of Appeals</b>	\$37.20	fwd			
Payroll-Clerical	\$1,215.00	\$1,215.00	\$1,215.00		
Other Expenses	\$1,402.64	\$1,439.84	\$1,439.84		
	\$2,654.84	\$2,654.84	\$2,654.84	\$0.00	\$0.00
<b>Assessor's Administration</b>					
Payroll	\$76,630.77	\$76,630.77	\$76,885.38		
Regional Assessor	\$63,600.00	\$63,600.00	\$63,600.00		
Other Expenses	\$27,125.00	\$27,125.00	\$26,870.39		
	\$167,355.77	\$167,355.77	\$167,355.77		\$0.00
<b>Town Accountant</b>					
Payroll-Town Accountant	\$82,400.00	\$82,400.00	\$82,400.00		
Payroll-Clerical	\$90,402.65	\$90,402.65	\$90,402.65		
Other Expenses	\$3,240.19	\$3,240.19	\$2,580.19	\$660.00	
	\$176,042.84	\$176,042.84	\$175,382.84	\$660.00	\$0.00
<b>Annual Audit</b>	\$35,000.00	\$35,000.00	\$35,000.00		
	\$35,000.00	\$35,000.00	\$35,000.00		
<b>Tax Collector's Administration</b>					
Tax Collector's Salary	\$28,393.31	\$28,393.31	\$28,491.53		
Payroll-Clerical	\$30,169.00	\$30,169.00	\$30,898.96		
Other Expenses	\$19,050.00	\$19,050.00	\$13,428.58	\$4,793.24	
	\$77,612.31	\$77,612.31	\$72,819.07	\$4,793.24	\$0.00
<b>Tax Title &amp; Takings/Foreclosure</b>					
Other Expenses	\$8,000.00	\$8,000.00	\$2,747.52		
	\$8,000.00	\$8,000.00	\$2,747.52		\$5,252.48
<b>Treasurer's Administration</b>	\$500.00	fwd			
Treasurer's Salary	\$28,154.01	\$28,154.01	\$28,491.48		
Clerical Salaries	\$26,332.52	\$26,332.52	\$25,995.05		
Other Expenses	\$6,839.95	\$7,339.95	\$7,159.13	\$180.82	
	\$61,826.48	\$61,826.48	\$61,645.66	\$180.82	\$0.00
<b>Banking Charges</b>	\$20.00	\$20.00	\$20.00		
	\$20.00	\$20.00	\$20.00		\$0.00
<b>Town Clerk's Salary</b>	\$46,579.00	\$46,579.00	\$46,579.00		
	\$46,579.00	\$46,579.00	\$46,579.00		
<b>Town Clerk's Administration</b>	\$2,500.00	fwd			
Payroll	\$26,474.62	\$26,474.62	\$28,210.44		
Other Expenses	\$5,045.00	\$7,545.00	\$3,309.18	\$2,500.00	
	\$34,019.62	\$34,019.62	\$31,519.62	\$2,500.00	\$0.00
<b>Elections</b>	\$215.00	fwd			
Payroll	\$5,200.00	\$5,200.00	\$5,166.71		
Other Expenses	\$7,239.74	\$7,454.74	\$7,449.12	\$0.00	
	\$12,654.74	\$12,654.74	\$12,615.83	\$0.00	\$38.91
<b>Registration &amp; Census</b>					
Payroll	\$8,826.01	\$8,826.01	\$8,826.01		
Other Expenses	\$3,251.29	\$3,251.29	\$3,251.29		
	\$12,077.30	\$12,077.30	\$12,077.30	\$0.00	\$0.00

TOWN OF LUNENBURG						
GENERAL FUND APPROPRIATIONS						
SUMMARY & CLASSIFICATION OF ACCOUNTS						
FISCAL YEAR 2016						
PROGRAM NAME	APPROPRIATED		TOTAL FUNDS	TOTAL	TOTAL	BALANCE TO
	FORWARD		AVAILABLE	EXPENDED	ENCUMBERED	REVENUE
	\$3,602.82	fwd				
Legal Expenses	\$219,148.94		\$222,751.76	\$160,148.94	\$62,602.82	
	\$222,751.76		\$222,751.76	\$160,148.94	\$62,602.82	\$0.00
Planning Board						
Payroll-Land Use Director	\$88,333.00		\$88,333.00	\$88,587.46		
Payroll-Clerical	\$54,287.04		\$54,287.04	\$54,939.18		
Other Expenses	\$5,279.00		\$5,279.00	\$3,823.18	\$542.76	
	\$147,899.04		\$147,899.04	\$147,349.82	\$542.76	\$6.46
Art 10/16 ATM Market Analysis	\$10,000.00		\$10,000.00		\$10,000.00	\$0.00
Art 11/07 ATM Master Plan Consulting	\$2,933.05	fwd	\$2,933.05		\$2,933.05	\$0.00
Finance Committee	\$403.63		\$403.63	\$403.63		
	\$403.63		\$403.63	\$403.63		\$0.00
Conservation Commission						
Payroll	\$24,459.00		\$24,459.00	\$23,751.12		
Other Expenses	\$24,651.16		\$24,651.16	\$25,230.80	\$128.24	
	\$49,110.16		\$49,110.16	\$48,981.92	\$128.24	\$0.00
<u>CENTRAL PURCHASING</u>						
Central Purchasing	\$14,795.93	fwd				
Equipment Mtc	\$10,200.00		\$10,200.00	\$3,274.15		
Postage	\$750.00		\$750.00	\$659.82		
Purchase of Service	\$0.00		\$13,057.82	\$9,455.00	\$3,602.82	
Telephone	\$42,000.00		\$43,738.11	\$43,063.36	\$48.55	
	\$67,745.93		\$67,745.93	\$56,452.33	\$3,651.37	\$7,642.23
<u>PROTECTION</u>						
Police Department						
Payroll-Administration	\$143,363.00		\$143,363.00	\$143,361.55		
Payroll-Enforcement	\$1,097,141.82		\$1,097,141.82	\$1,103,949.34		
Uniform Allowance	\$21,700.00		\$21,700.00	\$21,700.00		
Educational Incentive	\$57,354.00		\$57,354.00	\$58,095.79		
Other Expenses	\$44,020.00		\$44,020.00	\$36,449.14		
	\$1,363,578.82		\$1,363,578.82	\$1,363,555.82		\$23.00
Police Lock-Up						
Payroll	\$62,579.62		\$62,579.62	\$62,579.62		
Other Expenses	\$1,726.91		\$1,726.91	\$1,726.91		
	\$64,306.53		\$64,306.53	\$64,306.53		\$0.00
Injury Leave	\$3,429.49		\$3,429.49	\$3,429.49		
	\$3,429.49		\$3,429.49	\$3,429.49		\$0.00
	\$165.91	fwd				
Police Fire Medical Expenses	\$3,300.83		\$3,466.74	\$913.71	\$362.00	
	\$3,466.74		\$3,466.74	\$913.71	\$362.00	\$2,191.03

TOWN OF LUNENBURG						
GENERAL FUND APPROPRIATIONS						
SUMMARY & CLASSIFICATION OF ACCOUNTS						
FISCAL YEAR 2016						
PROGRAM NAME	APPROPRIATED		TOTAL FUNDS	TOTAL	TOTAL	BALANCE TO
	FORWARD		AVAILABLE	EXPENDED	ENCUMBERED	REVENUE
<b><u>PROTECTION</u></b>						
Fire Department	\$7,875.47	fwd				
Payroll-Administration	\$133,544.00		\$133,544.00	\$133,543.84		
Payroll-Firefighters/Daymen	\$377,797.59		\$377,797.59	\$428,160.34		
Payroll-E.M.S.	\$137,400.24		\$137,400.24	\$87,691.99		
Clothing Allowance	\$3,300.00		\$3,300.00	\$3,300.00		
Other Expenses	\$66,150.00		\$74,025.47	\$60,280.57	\$12,718.34	
	\$726,067.30		\$726,067.30	\$712,976.74	\$12,718.34	\$372.22
11 5/7/16 ATM Firefighters Contract	\$3,611.32		\$3,611.32	\$3,611.32		\$0.00
Fire Hydrant Expense	\$15,000.00		\$15,000.00	\$14,952.58		
	\$15,000.00		\$15,000.00	\$14,952.58		\$47.42
	\$3,284.90	fwd				
Mtc of Town Radios	\$5,604.07		\$8,888.97	\$7,965.81		\$923.16
Comp. Radio Watch Personnel						
Payroll	\$94,204.24		\$94,204.24	\$88,539.48		
Other Expenses	\$193,575.76		\$193,575.76	\$193,575.76		
	\$287,780.00		\$287,780.00	\$282,115.24		\$5,664.76
Animal Control Officer						
Payroll	\$12,000.00		\$12,000.00	\$12,000.00		
Care & Custody	\$7,500.00		\$7,500.00	\$7,500.00		
Other Expenses	\$5,800.00		\$5,800.00	\$5,799.57		
	\$25,300.00		\$25,300.00	\$25,299.57		\$0.43
Building Inspector						
Payroll-Building Inspector	\$70,912.00		\$70,912.00	\$70,911.61		
Payroll-Asst Bldg Inspector	\$5,000.00		\$5,000.00	\$5,000.00		
Payroll-Clerical	\$64,424.55		\$64,424.55	\$65,407.51		
Other Expenses	\$3,030.00		\$3,030.00	\$2,047.43		
	\$143,366.55		\$143,366.55	\$143,366.55		\$0.00
Emergency Management						
Payroll	\$4,500.00		\$4,500.00	\$4,500.00		
Other Expenses	\$0.00		\$0.00	\$0.00		
	\$4,500.00		\$4,500.00	\$4,500.00		\$0.00
Wiring Inspector						
Payroll	\$26,563.36		\$26,563.36	\$26,563.36		
Asst Inspector	\$0.00		\$0.00	\$0.00		
Other Expenses	\$0.00		\$0.00	\$0.00		
	\$26,563.36		\$26,563.36	\$26,563.36		\$0.00
Inspector Weights & Measures						
Payroll	\$4,000.00		\$4,000.00	\$4,000.00		
Other Expenses	\$315.00		\$315.00	\$315.00		
	\$4,315.00		\$4,315.00	\$4,315.00		\$0.00
Plumbing & Gas Inspector						
Payroll	\$17,122.40		\$17,122.40	\$17,122.40		
Asst Inspector	\$0.00		\$0.00	\$0.00		
Other Expenses	\$195.00		\$195.00	\$195.00		
	\$17,317.40		\$17,317.40	\$17,317.40		\$0.00

TOWN OF LUNENBURG					
GENERAL FUND APPROPRIATIONS					
SUMMARY & CLASSIFICATION OF ACCOUNTS					
FISCAL YEAR 2016					
PROGRAM NAME	APPROPRIATED	TOTAL FUNDS	TOTAL	TOTAL	BALANCE TO
	FORWARD	AVAILABLE	EXPENDED	ENCUMBERED	REVENUE
<b><u>HEALTH AND SANITATION</u></b>					
Inspector of Animals	\$1,000.00	\$1,000.00	\$1,000.00		\$0.00
General Health Expense					
Payroll-Clerical	\$36,462.32	\$36,462.32	\$37,401.12		
Other Expenses	\$1,714.80	\$1,714.80	\$630.52		
	\$38,177.12	\$38,177.12	\$38,031.64		\$145.48
	\$2,458.46	fwd			
<b><u>DEPARTMENT OF PUBLIC WORKS</u></b>					
Highway Labor					
DPW Director	\$89,463.99	\$89,463.99	\$89,463.99		
Payroll-Highway Laborers	\$262,424.37	\$262,424.37	\$262,424.37		
Payroll-Clerical	\$42,232.32	\$42,232.32	\$42,232.32		
	\$394,120.68	\$394,120.68	\$394,120.68		\$0.00
Vehicle Maintenance					
Other Expenses	\$141,026.85	\$141,026.85	\$128,185.55	\$430.37	
General Highway Mtc.	\$180,693.35	fwd			
Other Expenses	\$474,239.27	\$654,932.62	\$318,574.94	\$323,201.37	
	\$654,932.62	\$654,932.62	\$318,574.94	\$323,201.37	\$13,156.31
Highway Overtime	\$9,101.14	\$9,101.14	\$9,101.14		\$0.00
Snow Removal					
Payroll	\$31,365.16	\$31,365.16	\$31,365.16		
Other Expenses	\$244,411.37	\$244,411.37	\$244,411.37		
	\$275,776.53	\$275,776.53	\$275,776.53		\$0.00
Traffic Signs & Devices	\$22,856.47	\$22,856.47	\$22,856.47		
	\$22,856.47	\$22,856.47	\$22,856.47		\$0.00
Tree Removal					
Payroll	\$773.86	\$773.86	\$773.86		
Other Expenses	\$27,684.74	\$27,684.74	\$27,684.74		
	\$28,458.60	\$28,458.60	\$28,458.60		\$0.00
Cemetery Department					
Payroll	\$50,056.98	\$50,056.98	\$50,056.98		
Other Expenses	\$50,056.98	\$50,056.98	\$50,056.98		\$0.00
Park Department					
Payroll	\$13,343.90	\$13,343.90	\$13,343.90		
Other Expenses	\$54,019.77	\$54,019.77	\$39,319.77	\$14,700.00	
	\$67,363.67	\$67,363.67	\$52,663.67	\$14,700.00	\$0.00

TOWN OF LUNENBURG					
GENERAL FUND APPROPRIATIONS					
SUMMARY & CLASSIFICATION OF ACCOUNTS					
FISCAL YEAR 2016					
PROGRAM NAME	APPROPRIATED	TOTAL FUNDS	TOTAL	TOTAL	BALANCE TO
	FORWARD	AVAILABLE	EXPENDED	ENCUMBERED	REVENUE
<b><u>SOLID WASTE/RECYCLING PROGRAM</u></b>					
Recycling Program					
Payroll	\$0.00	\$0.00			
Other Expenses	\$147,420.12	\$147,420.12	\$145,920.12	\$1,500.00	
	\$147,420.12	\$147,420.12	\$145,920.12	\$1,500.00	\$0.00
<b><u>FACILITIES &amp; BUILDINGS</u></b>					
Director Facilities/Grounds					
Payroll	\$111,691.32	\$111,691.32	\$111,691.32		
Other Expenses	\$249,956.73	\$249,956.73	\$249,956.73		
	\$361,648.05	\$361,648.05	\$361,648.05		\$0.00
Public Buildings					
Other Expenses	\$239,538.02	\$239,538.02	\$225,287.02	\$10,000.00	
	\$239,538.02	\$239,538.02	\$225,287.02	\$10,000.00	\$4,251.00
<b><u>PUBLIC ASSISTANCE</u></b>					
Council on Aging					
Payroll	\$103,810.00	\$103,810.00	\$85,953.71		
Other Expenses	\$7,400.00	\$7,400.00	\$7,618.54		
	\$111,210.00	\$111,210.00	\$93,572.25		\$17,637.75
Admin. Veteran's Services					
Payroll-Agent	\$5,000.00	\$5,000.00	\$5,000.00		
Other Expenses	\$250.00	\$250.00	\$0.00		
	\$5,250.00	\$5,250.00	\$5,000.00		\$250.00
Veteran's Benefits	\$100,000.00	\$1,000,000.00	\$85,368.80		\$14,631.20
Registration of Veteran's Graves	\$500.00	\$500.00	\$297.12		\$202.88
Memorial Day	\$750.00	\$750.00	\$70.00		
	\$750.00	\$750.00	\$70.00		\$680.00
<b><u>SCHOOLS</u></b>					
School Department					
Payroll	\$11,951,434.00	\$11,951,434.00	\$12,046,556.73		
Other Expenses	\$5,447,658.00	\$5,447,658.00	\$5,192,295.57	\$160,071.70	
	\$17,399,092.00	\$17,399,092.00	\$17,238,852.30	\$160,071.70	\$168.00
School Encumbered Funds FY 15	\$39,416.30	fwd \$39,416.30	\$38,518.97		\$897.33
School Department - Curriculum Adoptio	\$116,000.00	\$116,000.00	\$100,202.73	\$15,797.27	\$0.00
Monty Tech Assessment	\$799,478.00	\$799,478.00	\$799,478.00		\$0.00
<b><u>LIBRARY</u></b>					
Ritter Memorial Library	\$792.83	fwd			
Payroll	\$249,087.31	\$249,087.31	\$249,184.98		
Other Expenses	\$134,321.00	\$135,113.83	\$125,081.68	\$9,141.65	
	\$384,201.14	\$384,201.14	\$374,266.66	\$9,141.65	\$792.83
<b><u>UNCLASSIFIED</u></b>					
Band Concerts	\$4,200.00	\$4,200.00	\$4,200.00		\$0.00
Historical Commission	\$500.00	\$500.00		\$500.00	\$0.00
M.R.P.C. Assessment	\$3,200.00	\$3,200.00	\$3,197.43		\$2.57
Town Reports	\$623.50	fwd			
Payroll					
Other Expenses	\$10,085.07	\$10,708.57	\$10,708.57		
	\$10,708.57	\$10,708.57	\$10,708.57		\$0.00

TOWN OF LUNENBURG					
GENERAL FUND APPROPRIATIONS					
SUMMARY & CLASSIFICATION OF ACCOUNTS					
FISCAL YEAR 2016					
PROGRAM NAME	APPROPRIATED	TOTAL FUNDS	TOTAL	TOTAL	BALANCE TO
	FORWARD	AVAILABLE	EXPENDED	ENCUMBERED	REVENUE
Worker's Compensation	\$78,869.65	\$78,869.65	\$78,869.65		\$0.00
Health Insurance CH 32B	\$1,662,769.78	\$1,662,769.78	\$1,662,769.78		
Life Insurance	\$9,926.25	\$9,926.25	\$9,926.25		
Medicare	\$239,302.69	\$239,302.69	\$239,302.69		
Insurance Cost Control	\$8,000.00	\$8,000.00	\$8,000.00		
Public Employee Committee Expenses	\$0.00	\$0.00	\$0.00		
Total Insurance	\$1,919,998.72	\$1,919,998.72	\$1,919,998.72	\$0.00	\$0.00
Physicals	\$4,000.00	\$4,000.00	\$3,757.00		\$243.00
Reserve Fund	\$4,116.00	\$4,116.00			\$4,116.00
Unemployment Comp	\$0.00	\$0.00	(\$429.00)		\$429.00
Interest Serial Loans	\$1,658,238.83	\$1,658,238.83	\$1,658,238.83		\$0.00
Interest Temporary Loans	\$5,858.02	\$5,858.02	\$5,858.02		\$0.00
Loan Administrative Fees	\$7,196.00	\$7,196.00	\$7,194.56		\$1.44
<b><u>STATE &amp; COUNTY ASSESSMENTS</u></b>					
Motor Vehicle Excise Surcharge	\$8,080.00	\$8,080.00	\$8,080.00		\$0.00
Mosquito Control	\$58,254.00	\$58,254.00	\$58,254.00		\$0.00
Air Pollution District	\$3,041.00	\$3,041.00	\$3,041.00		\$0.00
Special Education	\$12,364.00	\$12,364.00	\$8,603.00		\$3,761.00
M.B.T.A.	\$38,626.00	\$38,626.00	\$38,626.00		\$0.00
Choice Tuitions	\$517,649.00	\$517,649.00	\$476,902.00		\$40,747.00
Charter Tuitions	\$631,906.00	\$631,906.00	\$481,831.00		\$150,075.00
Regional Transit Authority	\$33,275.00	\$33,275.00	\$33,275.00		\$0.00
	\$1,303,195.00	\$1,303,195.00	\$1,108,612.00		\$194,583.00
<b><u>TRANSFERS TO OTHER FUNDS</u></b>					
Transfer to Stabilization Fund	\$105,367.00	\$105,367.00	\$105,367.00		
Transfer to Special Revenue Funds	\$10,000.00	\$10,000.00	\$10,000.00		
Transfer to Capital Project Fund	\$511,525.36	\$511,525.36	\$511,525.36		
<b>GRAND TOTAL</b>	<b>\$35,284,130.91</b>	<b>\$35,284,130.91</b>	<b>\$34,356,551.58</b>	<b>\$637,981.43</b>	<b>\$289,597.90</b>
fwd - forward from FY 2015	\$265,386.55				

TOWN OF LUNENBURG				
SPECIAL REVENUE FUNDS				
FISCAL YEAR ENDING 6/30/16				
	FORWARD	TOTAL	TOTAL	BALANCE FWD
PROGRAM NAME	7/1/2015	RECEIPTS	DISBURSEMENTS	7/1/2016
<b><u>GENERAL GOVERNMENT</u></b>				
Regional Assessor Fund	\$30,907.25			\$30,907.25
Conservation Fund	\$319.59			\$319.59
Conservation Consultant Revolving	\$120.50			\$120.50
Zoning Board Consultant Revolving	\$11,301.96			\$11,301.96
Conservation Gift Fund-Cook Farm	\$148.00			\$148.00
Town Records Gift Fund	\$252.35			\$252.35
Scholarship Fund	\$232.26			\$232.26
Sewer Gift Fund	\$387.09			\$387.09
Insurance Recoveries	\$3,619.33	\$34,502.25	\$4,414.00	\$33,707.58
Town Hall Chimney Grant	\$3,000.00			\$3,000.00
General Government Gift Fund	\$1,110.00			\$1,110.00
Household Hazardous Waste	\$768.76			\$768.76
<b><u>SCHOOL DEPARTMENT</u></b>				
School Lunch	\$26,050.14	\$396,270.67	\$410,580.86	\$11,739.95
Title I #305	(\$27,107.00)	\$328,796.00	\$293,566.79	\$8,122.21
PL 94-142 #240	(\$51,747.42)	\$398,638.00	\$338,722.24	\$8,168.34
United Way Venture	\$40.42			\$40.42
Recovery for Lost Books	\$7,215.22	\$391.99	\$88.24	\$7,518.97
Chapter 658 School Athletics	\$54,157.96	\$109,350.98	\$113,818.68	\$49,690.26
After School Activities	\$99,525.03	\$201,225.05	\$191,032.36	\$109,717.72
School Facilities Use	\$854.95	\$33,108.96	\$19,489.63	\$14,474.28
Non-Resident Tuition	\$44,714.73	\$18,372.00	\$0.00	\$63,086.73
Adult Education	\$4,346.61	\$500.90	\$300.00	\$4,547.51
Summer School Program	\$90.00			\$90.00
School Choice	\$254,512.23	\$286,673.00	\$144,315.65	\$396,869.58
School Gift Fund	\$72,215.22	\$77,373.34	\$54,019.74	\$95,568.82
Greenthumb Revolving	\$3,774.01	\$1,395.90	\$5,148.38	\$21.53
Custodian Special Details	\$4,721.10	\$13,269.67	\$14,673.98	\$3,316.79

Tech Prep Consortium	\$1,450.00			\$1,450.00
BC/BS Healthy Choices	\$94.65			\$94.65
50/50 Grant Sped Tuitions	(\$119,894.01)	\$962,816.00	\$586,891.16	\$256,030.83
Insurance Recoveries - School	\$2,457.35			\$2,457.35
Extended Day Revolving Fund	\$112,884.10	\$300,590.66	\$246,943.94	\$166,530.82
Vending Machine Revolving	\$1,954.71			\$1,954.71
Monbouquette Award	\$3.81			\$3.81
Tufts University Heat Grant	\$113.45			\$113.45
Underground Storage Tank Grant	\$1,500.00			\$1,500.00
Hach Scientific Foundation Grant	\$90.61			\$90.61
Family Network Gift Fund	\$3,576.86		\$120.00	\$3,456.86
EECBG Energy Efficiency Grant	\$297.57	\$0.12		\$297.69
Full Day Kindergarten Grant	\$0.00	\$36,740.00	\$36,740.00	\$0.00
Regional Dissemination Grant	\$35.00			\$35.00
Sped Early Childhood Grant	\$0.00	\$11,907.00	\$11,907.00	\$0.00
Family & Community Grant	\$0.00	\$37,500.00	\$37,500.00	\$0.00
Early Childhood Sped Program Improvements	\$0.00	\$2,000.00	\$2,000.00	\$0.00
Secondary Transition Grant	\$0.00	\$2,000.00	\$670.88	\$1,329.12
Sped Program Improvement Grant	\$230.72	\$12,818.00	\$13,015.71	\$33.01
Early Childhood Program Improvement	\$426.00	\$4,574.00	\$5,000.00	\$0.00
Teacher Quality	(\$9,937.00)	\$41,900.00	\$31,963.00	\$0.00
SBIRT Grant	\$0.00	\$2,612.00	\$2,612.00	\$0.00
LS Innovation Award	\$0.00	\$1,000.00	\$1,000.00	\$0.00
Student Transportation Offset Fund	\$0.00	\$32,163.50	\$32,163.50	\$0.00
<b><u>PUBLIC SAFETY</u></b>				
Insurance Recoveries - Police	\$1,496.25	\$3,856.24	\$761.00	\$4,591.49
Community Policing FY 96	\$6.55			\$6.55
Community Policing FY 97	\$1.97			\$1.97



TOWN OF LUNENBURG				
SPECIAL REVENUE FUNDS				
FISCAL YEAR ENDING 6/30/16				
	FORWARD	TOTAL	TOTAL	BALANCE FWD
PROGRAM NAME	7/1/2015	RECEIPTS	DISBURSEMENTS	7/1/2016
<b><u>SCHOOL DEPARTMENT</u></b>				
Tech Prep Consortium	\$1,450.00			\$1,450.00
BC/BS Healthy Choices	\$94.65			\$94.65
50/50 Grant Sped Tuitions	(\$119,894.01)	\$962,816.00	\$586,891.16	\$256,030.83
Insurance Recoveries - School	\$2,457.35			\$2,457.35
Extended Day Revolving Fund	\$112,884.10	\$300,590.66	\$246,943.94	\$166,530.82
Vending Machine Revolving	\$1,954.71			\$1,954.71
Monbouquette Award	\$3.81			\$3.81
Tufts University Heat Grant	\$113.45			\$113.45
Underground Storage Tank Grant	\$1,500.00			\$1,500.00
Hach Scientific Foundation Grant	\$90.61			\$90.61
Family Network Gift Fund	\$3,576.86		\$120.00	\$3,456.86
EECBG Energy Efficiency Grant	\$297.57	\$0.12		\$297.69
Full Day Kindergarten Grant	\$0.00	\$36,740.00	\$36,740.00	\$0.00
Regional Dissemination Grant	\$35.00			\$35.00
Sped Early Childhood Grant	\$0.00	\$11,907.00	\$11,907.00	\$0.00
Family & Community Grant	\$0.00	\$37,500.00	\$37,500.00	\$0.00
Early Childhood Sped Program Improvements	\$0.00	\$2,000.00	\$2,000.00	\$0.00
Secondary Transition Grant	\$0.00	\$2,000.00	\$670.88	\$1,329.12
Sped Program Improvement Grant	\$230.72	\$12,818.00	\$13,015.71	\$33.01
Early Childhood Program Improvement	\$426.00	\$4,574.00	\$5,000.00	\$0.00
Teacher Quality	(\$9,937.00)	\$41,900.00	\$31,963.00	\$0.00
SBIRT Grant	\$0.00	\$2,612.00	\$2,612.00	\$0.00
LS Innovation Award	\$0.00	\$1,000.00	\$1,000.00	\$0.00
Student Transportation Offset Fund	\$0.00	\$32,163.50	\$32,163.50	\$0.00
<b><u>PUBLIC SAFETY</u></b>				
Insurance Recoveries - Police	\$1,496.25	\$3,856.24	\$761.00	\$4,591.49
Community Policing FY 96	\$6.55			\$6.55

TOWN OF LUNENBURG				
SPECIAL REVENUE FUNDS				
FISCAL YEAR ENDING 6/30/16				
	FORWARD	TOTAL	TOTAL	BALANCE FWD
PROGRAM NAME	7/1/2015	RECEIPTS	DISBURSEMENTS	7/1/2016
<b><u>PUBLIC SAFETY</u></b>				
Community Policing FY 97	\$1.97			\$1.97
Community Policing FY 98	\$0.66			\$0.66
Drug Forfeiture	\$7,227.25	\$3,738.00	\$6,149.13	\$4,816.12
D.A.R.E. Grant FY 97	\$34.85			\$34.85
D.A.R.E. I Grant FY 97	\$0.25			\$0.25
Community Policing	\$2,291.12			\$2,291.12
Cops Universal Hiring	\$1,289.84			\$1,289.84
EOPS Vest Reimbursement	\$1,862.50		\$1,800.00	\$62.50
Protective Order Grant Program	\$135.15			\$135.15
Walmart Grant - Police Dept.	\$1,000.00			\$1,000.00
Firefighter PS Equipment Grant	\$30.00			\$30.00
Firefighter Safety Equipment Grant	\$9.84			\$9.84
State 911 Grant - Fire Dept	\$7.00			\$7.00
Police/Fire Special Details	\$16,883.09	\$269,132.26	\$277,281.69	\$8,733.66
Coastal/Patriot Ambulance Revolving	\$579.06	\$93,377.33	\$93,377.33	\$579.06
Firefighter Equipment Grant - FY05	\$419.60			\$419.60
Confined Space Training	\$1,956.77			\$1,956.77
Police NRA Foundation Grant	\$0.10			\$0.10
COPS Secure Our Schools	\$0.82			\$0.82
Safe Grant - Fire Department	\$6,586.65	\$6,953.00	\$6,194.18	\$7,345.47
GHSB Click It Or Ticket	(\$1,108.16)	\$6,648.47	\$7,504.36	(\$1,964.05)
K-9 Grant - Stanton Foundation	\$26,852.18		\$11,522.69	\$15,329.49
Federal Drug Forfeiture	(\$1,139.50)	\$30,387.70	\$24,044.16	\$5,204.04
Underage Alcohol Enforcement	\$0.00		\$686.66	(\$686.66)
EMPG Grant	\$102.01		\$5,955.00	(\$5,852.99)

TOWN OF LUNENBURG				
SPECIAL REVENUE FUNDS				
FISCAL YEAR ENDING 6/30/16				
PROGRAM NAME	FORWARD 7/1/2015	TOTAL RECEIPTS	TOTAL DISBURSEMENTS	BALANCE FWD 7/1/2016
<b><u>PARKS &amp; RECREATION</u></b>				
Park User Fees	\$0.00	\$11,721.25	\$11,721.25	\$0.00
Park Gift Fund	\$1,760.00		\$1,008.00	\$752.00
<b><u>HIGHWAY DEPT.</u></b>				
Chapter 90	(\$78,776.92)	\$635,611.88	\$1,057,321.85	(\$500,486.89)
DPW Roads Gift Fund	\$3,330.00			\$3,330.00
Highway Insurance Recoveries	\$1,208.91			\$1,208.91
Chapter 204/Acts of 1996	\$0.11			\$0.11
<b><u>COUNCIL ON AGING</u></b>				
C.O.A./M.A.R.T. Revolving	(\$8,329.28)	\$41,493.33	\$39,654.31	(\$6,490.26)
C.O.A. Formula Grant	\$0.00	\$18,954.00	\$18,954.00	\$0.00
E.O.C.D. Senior Center Grant	\$1,681.54	\$0.84		\$1,682.38
Venture Grant - Are You OK	\$24.00			\$24.00
<b><u>LIBRARY</u></b>				
State Aid-Libraries	\$24,734.13	\$14,718.15	\$13,114.76	\$26,337.52
Library Gift Fund	\$19,168.54	\$650.00		\$19,818.54
Library Revolving Fund	\$7,666.23	\$6,891.42	\$5,624.39	\$8,933.26
FY07 Public Libraries Fund	\$571.17			\$571.17
<b><u>CEMETERIES</u></b>				
Sale of Cemetery Lots	\$194,164.28	\$9,780.33	\$16,828.02	\$187,116.59
<b><u>UNCLASSIFIED</u></b>				
Elderly/Disabled Fund	\$2,487.14			\$2,487.14
Green Communities Grant	\$14,984.83			\$14,984.83
Agricultural Commission Grant	\$675.00	\$300.00	\$650.00	\$325.00
Bell Tower Mtc. Fund-Town Hall	\$5,606.37		\$600.00	\$5,006.37
Historical Comm. Gift Fund	\$137.36			\$137.36
FEMA Grant - January 2015 Blizzard	(\$43,262.20)	\$43,262.20		\$0.00
Mass Historical Comm Grant-Town Hall	\$4,150.00			\$4,150.00
Public Safety Gift Fund	\$667.38		\$447.00	\$220.38
Council on Aging Gift Fund	\$3,071.79		\$79.00	\$2,992.79
MWPAT Septic Repair	\$4,079.03			\$4,079.03
WPAT Septic Receipts Reserved	\$75,008.50	\$1,439.06	\$10,868.00	\$65,579.56
E.O.C.D. Septic I Grant	\$102,304.79	\$1,768.17	\$823.24	\$103,249.72
Water Enterprise Fund	\$36,234.85	\$33,189.15	\$23,971.75	\$45,452.25
Sewer Enterprise Fund	\$844,074.20	\$884,909.64	\$669,012.79	\$1,059,971.05
Sewer Betterment Fund	\$510,663.29	\$678,366.00	\$756,877.88	\$432,151.41
Public Health Emergency Preparedness	\$12,295.09			\$12,295.09
DEP Pay As You Throw Grant	\$4,720.43			\$4,720.43
Recycling Outreach Fund	\$3,800.00			\$3,800.00
Repayments Sewer Hookup	\$9,222.00			\$9,222.00
Solid Waste/Recycling Enterprise Fund	\$0.00	\$276,361.53	\$267,974.92	\$8,386.61
CVS Volunteer Challenge Grant	\$500.00			\$500.00
Fields Pond Foundation	\$1,600.00			\$1,600.00
March for Parks	\$1,617.25			\$1,617.25
Skate Park Fund	\$197.00			\$197.00
Weights/Measures Citation Fund	\$325.00			\$325.00
Marshall Park Restoration Fund	\$125.00			\$125.00
Comcast Technology Capital Grant	\$39,796.01			\$39,796.01
Sale of Real Estate Fund	\$9,925.00			\$9,925.00
Arts Lottery Fund	\$6,902.40	\$4,726.35	\$4,318.00	\$7,310.75
L.E.A.P. Fund	\$265,970.11	\$99,831.72	\$95,566.13	\$270,235.70
Debris Removal Gift Fund	\$676.00			\$676.00
Citizens Relief Fund	\$200.00			\$200.00
Hollis Road Revolving	\$11,184.43	\$10,200.00	\$267.80	\$21,116.63
Municipal Energy Technical Assistance Grant	\$0.00		\$8,175.00	(\$8,175.00)
Water Infrastructure Planning Grant	\$0.00		\$30,000.00	(\$30,000.00)
Recycling Dividends Program Grant	\$0.00	\$3,600.00	\$3,600.00	\$0.00
RUOK Program Grant	\$0.00	\$3,000.00	\$2,784.00	\$216.00
<b>GRAND TOTAL</b>	<b>\$2,704,480.72</b>	<b>\$6,543,358.01</b>	<b>\$6,074,216.03</b>	<b>\$3,173,622.70</b>

# CAPITAL PROJECT FUNDS FY 2016

ART #/YR	PURPOSE	APPROPRIATED FORWARD	EXPENDED/ENCUMBERED/ TRANSFERRED	BALANCE
08/02 ATM	Development of Cemeteries	\$25,000.00		
4 05/05 STM	Engineer and Construct Sewers	\$1,019.01 fwd	\$35,229.38	(\$9,210.37)
16 5/12 ATM	FY13 Capital Program	\$79,514.78 fwd	\$31,284.91	\$48,229.87
	Computer Replacement Plan - Technology Dept. Repair Engine #4 - Fire Department	\$838.43 fwd \$531.16 fwd	\$838.43 \$531.16	\$0.00 \$0.00
21 5/12 ATM	Reconstruction of Summer Street (25%)	\$6,502.30 fwd		\$6,502.30
14 5/13 ATM	FY14 Capital Program			
	Computer Replacement Plan - Technology Dept. Pistols & Holsters - Police Department Firefighting Turnout Gear - Fire Department Ambulance - Fire Department	\$81.95 fwd \$814.07 fwd \$50.00 fwd \$71.03 fwd	\$81.95 \$814.07 \$50.00 \$71.03	\$0.00 \$0.00 \$0.00 \$0.00
	Asbestos Remediation - School Department Mobile Media Carts - School Department	\$0.00 fwd \$1,172.72 fwd	(\$200.00) \$1,172.72	\$200.00 \$0.00
	Demolition of Cemetery/Park Bldgs - Facilities & Grounds Exterior Improvements - Library - Facilities & Grounds	\$15,000.00 fwd \$989.00 fwd	\$0.00 \$989.00	\$15,000.00 \$0.00
	Chimney Repair - Town Hall - Historical Commission	\$5,575.00 fwd	\$0.00	\$5,575.00
1 1/14 STM	Construct Middle School/High School	\$7,439,566.59 fwd	\$2,072,973.84	\$5,366,592.75
14 5/14 ATM	FY15 Capital Program			
	School Asbestos - School Department Engine #1 - Fire Department Radio Infrastructure - Police Department Marked Vehicle - Police Department	\$138,000.00 fwd \$2,925.00 fwd \$20,000.00 fwd \$283.40 fwd	\$120,499.90 \$2,874.40 (\$5,276.45) \$283.40	\$17,500.10 \$50.60 \$25,276.45 \$0.00
	Epoxy Floors - Public Safety Building Rifles, Shotguns & Shields - Police Department Upgrade Control System - School Department Technology - School Department	\$2,000.00 fwd \$3,300.00 fwd \$5,320.00 fwd \$813.37 fwd	\$2,000.00 \$3,300.00 \$5,320.00 \$813.37	\$0.00 \$0.00 \$0.00 \$0.00
	Town Technology - Technology Department Senior Center Carpeting - Facilities Maintenance Car #2 - Fire Department	\$13,931.17 fwd \$4,000.00 fwd \$368.08 fwd	\$12,287.29 \$4,000.00 \$368.08	\$1,643.88 \$0.00 \$0.00
	Parking Lot - Marshall Park - Department of Public Works Senior Center, HVAC Repairs - Facilities Maintenance Senior Center Sprinkler - Facilities Maintenance Ritter Building HVAC - Facilities Maintenance	\$27,937.50 fwd \$15,798.00 fwd \$1,780.00 fwd \$20,000.00 fwd	\$0.00 \$0.00 \$0.00 \$0.00	\$27,937.50 \$15,798.00 \$1,780.00 \$20,000.00
25 5/14 ATM	Design, Construct Sewers	\$1,961,334.37 fwd	\$1,083,032.00	\$878,302.37
15 5/14 ATM	Purchase Lane Property	\$224,000.00 fwd	\$224,000.00	\$0.00
14 5/15 ATM	FY16 Capital Program			
	6-Wheel Dump & Sander - DPW Street Sweeper - DPW Backhoe - DPW	\$190,000.00 \$180,000.00 \$120,000.00	\$190,000.00 \$180,000.00 \$120,000.00	\$0.00 \$0.00 \$0.00
	Police, Speed Sign Police Vehicles - Marked - Police Department Replace Gas Burner, Library HVAC Management System	\$12,000.00 \$96,000.00 \$15,000.00 \$12,000.00	\$12,000.00 \$94,629.19 \$15,000.00 \$12,000.00	\$0.00 \$1,370.81 \$0.00 \$0.00
	Drainage Culvert Repair, 2 Phases Municipal Buildings Feasibility Study Intersection Reconfiguration, Plan & Implementation Technology, Town Departments	\$43,728.00 \$28,000.00 \$40,850.00 \$34,000.00	\$0.00 \$28,000.00 \$29,540.00 \$31,737.64	\$43,728.00 \$0.00 \$11,310.00 \$2,262.36
38 5/15 ATM	Design, Construct Sewers	\$30,000.00 \$300,000.00	\$28,228.93 \$36,923.42	\$1,771.07 \$263,076.58
Grand Total		\$11,120,094.93	\$4,375,397.66	\$6,744,697.27

## BOARD OF ASSESSORS

### Fiscal 2016 Assessments and Revenues by Major Property Class

<u>Property Class</u>	<u>Levy Percent</u>	<u>Valuation by Class</u>	<u>Tax Rate</u>	<u>Tax Levy</u>
Residential	90.0104%	21,174,263.21	19.61	21,174,252.48
Commercial	5.3988%	64,763,998	19.61	1,270,022.00
Industrial	1.6667%	19,994,000	19.61	392,082.34
Personal Property	2.9241%	35,078,223	19.61	687,883.95
<b>TOTALS</b>	<b>100.0000</b>	<b>1,199,604,323</b>	<b>19.61</b>	<b>23,524,240.77</b>

### Valuation and Tax History

<u>Fiscal Year</u> <u>(%)</u>	<u>Tax Rate</u>	<u>Total Valuation</u>	<u>Accounts</u>	<u>Tax Levy</u>	<u>Change</u>
2016	19.61	1,199,604,323	5,008	23,524,240.77	11.9993
2015	18.32	1,146,501,536	5,062	21,003,908.13	3.5383
2014	17.99	1,127,633,052	5,092	20,286,118.60	3.6765
2013	17.30	1,131,029,744	5,054	19,566,814.57	3.7154
2012	16.83	1,120,966,561	5,351	18,865,867.23	4.7707
2011	16.16	1,114,282,889	5,185	18,006,811.48	3.3253
2010	14.20	1,227,274,404	5,028	17,427,296.54	3.0275

### Fiscal Year 2016 Abstract of Assessments

<u>Property Class Code/Description</u>	<u>Accts</u>	<u>Class Valuation</u>	<u>Avg. Value</u>
101 Residential Single Family	3,472	892,195,400	256,969
102 Residential Condominiums	439	97,636,900	223,938
012 – 043 Mixed Use Properties	37	11,769,500	318,094
104 Residential Two Family	85	21,868,900	257,281
105 Residential Three Family	7	1,675,900	239,414
Miscellaneous Residential	37	17,679,202	477,816
111 – 125 Apartments	8	8,882,200	1,110,275
130 – 132, 106 Vacant Land	490	28,060,100	57,265
300 – 393 Commercial	132	62,657,101	474,675
400 – 442 Industrial	30	19,994,000	666,466
501 – 508 Personal Property	193	35,078,223	181,752
600 – 821 Chapter 61, 61A, 61B	91	2,106,897	23,152
<u>Exempt 900's</u>	<u>183</u>	<u>60,104,200</u>	
<b>TOTALS</b>	<b>5,008</b>	<b>1,027,856,023</b>	

## **BOARD OF ASSESSORS**

### **Assessor's Account for Exemptions and Abatements**

<u>Description</u>	<u>FY2016</u>	<u>FY2015</u>	<u>FY2014</u>	<u>Prior Years</u>	<u>Totals</u>
Assessor's Overlay	140,212.29	207,330.39	145,256.60		
Overlay Deficits	-0-	-0-	-0-		
Charges to 6/30/2016	118,903.55	133,262.09	123,225.96		
Released to Surplus	-0-	-0-	-0-		
Total Balance	21,308.74	74,068.30	22,030.64	26,760.88	144,168.56

### **New Growth Revenue**

<u>Fiscal Year</u>	<u>Added Valuation</u>	<u>Tax Rate</u>	<u>New Revenues</u>	<u>Change (%)</u>
2016	19,697,681	18.32	360,856	37.48
2015	14,590,507	17.99	262,484	-11.79
2014	17,200,564	17.30	297,571	-7.55
2013	19,124,255	16.83	321,862	28.17
2012	27,729,619	16.16	448,111	137.43
2011	3,291,045	14.20	188,732	44.98
2010	9,982,315	13.04	130,170	-5.78

### **Lunenburg Board of Assessors**

Louis J. Franco, Chairman  
Richard H. Letarte, Member  
Matthew J. Papini, Sr., Member

Harald Scheid, Regional Assessor

Rebecca A. Boucher, Regional Assessor

Louise Paquette, Administrative Assessor  
Sheila Craigen, Principal Assessing Clerk  
Dale Erskine, Inspector

**TOWN OF LUNENBURG**  
**Treasurer's Cash as of 6/30/2016**

Belmont Savings Bank Investment	\$3,056,644.21
Belmont Savings Bank School Construction	\$30,021.49
Century Bank Investment	\$156,972.71
Century Bank Security Street	\$6,353.95
Commerce Bank Investment	\$262,313.56
Eastern Bank School Activity Fees	\$107,823.96
Enterprise Bank Investment	\$159,259.94
Fidelity Bank ARRA EECBG	\$297.70
Fidelity Bank Investment	\$1,732,956.10
Fidelity Bank Sewer Enterprise	\$917,871.84
Fidelity Bank Trash Enterprise	\$28,967.20
Fidelity Bank Water Enterprise	\$47,630.21
Fidelity Bank Sewer Hook-Up	\$20.13
Fidelity Bank EOCD Grant	\$90,126.79
Fidelity Bank Senior Grant	\$1,686.25
Harbor One Bank School Construction	\$5,098,303.53
Mass Municipal Depository Trust (MMDT)	\$218,104.53
MMDT Highway Bond Issue	\$2,684.45
MMDT Playground Fund	\$77.69
MMDT Arts Lottery	\$7,568.75
North Middlesex Savings Bank Investment	\$767,921.95
TD BankNorth Investment	\$56,204.86
TD BankNorth Zoning Stabilization	\$227,884.96
Unibank Depository	\$283,809.47
Unibank Money Market	\$1,383,721.07
Unibank Sewer Reserve Capacity	\$617.87
Webster Bank Investment	\$36,322.05
Bartholomew Trust Funds	\$949,365.51
Bartholomew Stabilization Fund	\$1,511,526.92
Touchstone Library Trust Funds	\$20,464.73
 Total Cash per Treasurer 6/30/16	 <b>\$17,163,524.38</b>

ACCOUNT NUMBER	FUND NAME	EY 2046 BEGINNING PRINCIPAL	EY 2046 BEGINNING EARNINGS	EY 2046 CONTRIBUTE TO PRINCIPAL	EY 2046 NET EARNINGS	EY 2046 DISBURSE FROM PRINCIPAL	EY 2046 TRANSFERS OF EARNINGS	EY 2046 ENDING CASH VALUE	EY 2046 UNREALIZED GAIN/LOSS	EY 2046 ENDING MARKET VALUE
	CEMETERY FUNDS									
	PERPETUAL CARE BEQUEST	\$181,702.91	\$1,135.04	\$2,800.00	\$2,215.64	\$0.00	(\$2,702.66)	\$185,150.93	\$4,835.31	\$189,985.24
	C. ALLEN HEADSTONE	\$100.00	\$346.40	\$0.00	\$5.03	\$0.00	(\$100.00)	\$351.43	\$9.18	\$360.61
	SALE OF CEMETERY LOTS	\$168,057.37	\$28,278.89	\$11,400.00	\$2,380.33	\$0.00	(\$25,000.00)	\$185,116.59	\$4,834.41	\$189,951.00
	SUBTOTALS	\$349,860.28	\$29,760.33	\$14,200.00	\$4,601.00	\$0.00	(\$27,802.66)	\$370,618.95	\$9,678.90	\$380,297.85
	CONSERVATION FUNDS									
	CONSERVATION LAND PURCHASE	\$21,650.00	\$30,782.43	\$0.00	\$633.62	\$0.00	\$0.00	\$53,066.05	\$1,385.85	\$54,451.90
	R. BURTON CONSERVATION	\$501.48	\$1,258.10	\$0.00	\$21.29	\$0.00	\$0.00	\$1,780.87	\$46.51	\$1,827.38
	H. BENJAMIN CONSERVATION	\$232.72	\$886.69	\$0.00	\$13.54	\$0.00	\$0.00	\$1,132.95	\$29.59	\$1,162.54
	G. HUBBARD CONSERVATION	\$161.70	\$779.09	\$0.00	\$11.37	\$0.00	\$0.00	\$952.16	\$24.87	\$977.03
	I. KIMBALL CONSERVATION	\$90.85	\$391.21	\$0.00	\$5.81	\$0.00	\$0.00	\$487.87	\$12.74	\$500.61
	SUBTOTALS	\$22,636.75	\$34,097.52	\$0.00	\$685.63	\$0.00	\$0.00	\$57,419.90	\$1,499.56	\$58,919.46
	LIBRARY FUNDS									
	CHARLES DICKERSON LIBRARY	\$3,000.00	\$1,479.64	\$0.00	\$54.11	\$0.00	\$0.00	\$4,533.75	\$118.40	\$4,652.15
	CATHERINE WATSON LIBRARY	\$2,000.00	\$987.85	\$0.00	\$36.12	\$0.00	\$0.00	\$3,023.97	\$78.97	\$3,102.94
	FRANCIS CALDWELL LIBRARY	\$500.00	\$248.30	\$0.00	\$9.03	\$0.00	\$0.00	\$757.33	\$19.78	\$777.11
	SUSAN DICKINSON LIBRARY B	\$500.00	\$34.17	\$0.00	\$6.45	\$0.00	\$0.00	\$540.62	\$14.12	\$554.74
	EMMA DIMOND LIBRARY BOOKS	\$300.00	\$148.55	\$0.00	\$5.43	\$0.00	\$0.00	\$453.98	\$11.86	\$465.84
	AUGUST TAYLOR LIBRARY BOOKS	\$300.00	\$148.41	\$0.00	\$5.43	\$0.00	\$0.00	\$453.84	\$11.85	\$465.69
	STEPHEN STICKNEY LIBRARY	\$2,000.00	\$995.83	\$0.00	\$36.21	\$0.00	\$0.00	\$3,032.04	\$79.18	\$3,111.22
	LUZIE TAYLOR LIBRARY BOOKS	\$300.00	\$20.48	\$0.00	\$3.87	\$0.00	\$0.00	\$324.35	\$8.47	\$332.82
	EBENEZER BAILEY LIBRARY	\$500.00	\$319.44	\$0.00	\$9.90	\$0.00	\$0.00	\$829.34	\$21.66	\$851.00
	LUCY GOODRICH LIBRARY	\$1,000.00	\$634.07	\$0.00	\$19.73	\$0.00	\$0.00	\$1,653.80	\$43.19	\$1,696.99
	SUSAN HOWARD LIBRARY	\$500.00	\$319.93	\$0.00	\$9.90	\$0.00	\$0.00	\$829.83	\$21.67	\$851.50
	ADIN & MAY ESTABROOK LIBRARY	\$200.00	\$126.29	\$0.00	\$3.96	\$0.00	\$0.00	\$330.25	\$8.62	\$338.87
	IRVIN & HAZEL KIMBALL LIBRARY	\$4,000.00	\$55.96	\$0.00	\$49.01	\$0.00	\$0.00	\$4,104.97	\$107.20	\$4,212.17
	ANNIE & ARTHUR BILLINGS CULTURAL TR	\$18,896.01	\$3,637.11	\$0.00	\$272.30	\$0.00	\$0.00	\$22,805.42	\$595.57	\$23,400.99
	SUBTOTALS	\$33,996.01	\$9,156.03	\$0.00	\$521.45	\$0.00	\$0.00	\$43,673.49	\$1,140.54	\$44,814.03



[illegible]



## **FIVE YEARS OUTSTANDING DEBT**

	As of June 30, 2016				
	2016	2015	2014	2013	2012
Within the General Debt Limit					
Sewers & Drains	6,179,649	5,231,741	5,790,591	6,330,750	6,855,871
Land Acquisition	170,991	199,516	228,167	257,133	287,133
Schools	5,157,926	5,861,930	6,524,160	7,172,729	7,848,229
Other Building	3,518,590	4,042,237	4,529,203	5,019,203	5,519,203
Streets Sidewalks & Parking	-	-	-	-	-
Departmental Equipment	200,000	393,500	592,000	795,500	1,000,000
Athletic & Recreational Facilities	70,000	135,000	195,000	250,000	305,000
Architectural & Engineering Services	-	-	-	-	-
Total Within the General Debt Limit	15,297,156	15,863,924	17,859,121	19,825,315	21,815,436
Outside the General Debt Limit					
Sewers	2,732,944	2,883,415	3,031,094	3,177,822	3,323,639
Schools	33,000,000	29,605,000			
Water	1,054,441	1,070,392	1,085,675	1,100,317	1,114,345
Other Outside General	102,145	133,472	164,340	195,212	226,084
Total Outside the General Debt Limit	36,889,530	33,692,279	4,281,109	4,473,351	4,664,068
Total Long-Term Indebtedness	\$ 52,186,686	\$ 49,556,203	\$ 22,140,230	\$ 24,298,666	\$ 26,479,504
Short-Term Indebtedness					
Revenue Anticipation Notes	-	-	-	-	-
Grant Anticipation Notes			-	115,000	-
Bond Anticipation Notes	949,581	1,125,000	309,000	-	-
Total Short-Term Indebtedness	949,581	1,125,000	309,000	-	-
Total Outstanding Indebtedness	\$ 53,136,267	\$ 50,681,203	\$ 22,449,230	\$ 24,298,666	\$ 26,479,504

(1) Principal amount only. Excludes lease and installment purchase obligations, overlapping debt and unfunded pension liability.

## **Authorized Unissued Debt and Prospective Financing**

The Town has the following authorized unissued debt:

Amount	Purpose
720,000.00	School Feasibility Study Bond
39,195,943.55	School Construction
-	Fire Equipment
479,915.00	Land Acquisition
378,347.00	Sewer Construction
300,000.00	Sewer Construction
4,000,000.00	Pavement Management Plan
770,000.00	Artificial Turf Field & Track
<u>\$ 45,844,206</u>	

<u>FISCAL YEAR</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>	<u>2025</u>	<u>2026</u>	<u>2027</u>	<u>2028</u>
MASS WATER POOL 3*												
PRINCIPAL	\$10,651											
INTEREST	\$533											
TOTAL MASS WATER POLL TRUST	\$11,184											
MASS WATER POOL 4*												
PRINCIPAL	\$10,409	\$10,868	\$10,868									
INTEREST	\$1,365	\$815	\$272									
TOTAL MASS WATER POLL TRUST	\$11,774	\$11,683	\$11,140									
MASS WATER POOL 5*												
PRINCIPAL	\$25,000	\$25,000	\$25,000	\$25,000								
INTEREST	\$4,406	\$3,010	\$1,863	\$688								
TOTAL MASS WATER POLL TRUST	\$29,406	\$28,010	\$26,863	\$25,688								
MASS WATER POOL 7*												
PRINCIPAL	\$124,555	\$129,345	\$134,136	\$138,926	\$138,926							
INTEREST	\$32,001	\$24,067	\$15,019	\$6,946	\$3,473							
TOTAL MASS WATER POLL TRUST	\$156,556	\$153,413	\$149,155	\$145,873	\$142,400							
MUNICIPAL PURPOSE												
PRINCIPAL	\$1,030,000	\$1,055,000	\$1,075,000	\$1,095,000	\$1,110,000	\$1,135,000	\$1,115,000					
INTEREST	\$304,600	\$263,400	\$221,200	\$178,200	\$134,400	\$90,000	\$44,600					
TOTAL MUNICIPAL PURPOSE	\$1,334,600	\$1,318,400	\$1,296,200	\$1,273,200	\$1,244,400	\$1,225,000	\$1,159,600					
MASS WATER POOL 9*												
PRINCIPAL	\$338,727	\$352,841	\$362,250	\$376,363	\$385,772	\$399,886	\$409,295	\$418,704				
INTEREST	\$136,402	\$115,103	\$94,788	\$78,282	\$59,822	\$41,160	\$20,649					
TOTAL MASS WATER POLL TRUST	\$475,129	\$467,944	\$457,038	\$454,645	\$445,594	\$441,046	\$429,944					
MASS WATER POOL 13*												
PRINCIPAL	\$45,345	\$45,345	\$45,346	\$45,346	\$45,346	\$45,344	\$38,979	\$38,979	\$14,114	\$14,114	\$14,114	\$14,114
INTEREST	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL MASS WATER POLL TRUST	\$45,345	\$45,345	\$45,346	\$45,346	\$45,346	\$45,344	\$38,979	\$38,979	\$14,114	\$14,114	\$14,114	\$14,114
MUNICIPAL PURPOSE												
PRINCIPAL	\$130,000	\$130,000	\$130,000	\$130,000	\$130,000	\$130,000	\$130,000	\$125,000	\$115,000			
INTEREST	\$45,435	\$39,325	\$34,450	\$29,510	\$24,505	\$19,468	\$14,430	\$9,360	\$4,485			
TOTAL MUNICIPAL PURPOSE	\$175,435	\$169,325	\$164,450	\$159,510	\$154,505	\$149,468	\$144,430	\$134,360	\$119,485			
MASS WATER POOL 14*												
PRINCIPAL	\$15,773	\$16,091	\$16,417	\$16,748	\$17,086	\$17,432	\$17,784	\$18,143	\$18,510	\$18,884	\$19,265	\$19,654
INTEREST	\$4,479	\$4,160	\$3,835	\$3,504	\$3,165	\$2,820	\$2,468	\$2,109	\$1,742	\$1,368	\$987	\$598
TOTAL MASS WATER POLL TRUST	\$20,252	\$20,251	\$20,252	\$20,252	\$20,251	\$20,252	\$20,252	\$20,252	\$20,252	\$20,252	\$20,252	\$20,252
MUNICIPAL PURPOSE SEWER												
PRINCIPAL	\$24,706	\$25,787	\$26,916	\$28,093	\$29,322	\$30,605	\$31,944	\$33,342	\$34,800	\$36,323	\$37,912	\$39,571
INTEREST	\$68,458	\$67,377	\$66,248	\$65,071	\$63,842	\$62,559	\$61,220	\$59,822	\$58,364	\$56,841	\$55,252	\$53,593
TOTAL MUNICIPAL PURPOSE SEW	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164
MUNICIPAL PURPOSE WATER												
PRINCIPAL	\$16,649	\$17,378	\$18,138	\$18,931	\$19,760	\$20,624	\$21,526	\$22,468	\$23,451	\$24,477	\$25,548	\$26,666
INTEREST	\$46,132	\$45,403	\$44,643	\$43,850	\$43,021	\$42,157	\$41,255	\$40,313	\$39,330	\$38,304	\$37,233	\$36,115
TOTAL MUNICIPAL PURPOSE WAT	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781
MUNICIPAL PURPOSE												
PRINCIPAL	\$200,000											
INTEREST	\$2,500											
TOTAL MUNICIPAL PURPOSE WAT	\$202,500											
MS-HS CONSTRUCTION												
PRINCIPAL	\$240,000	\$250,000	\$255,000	\$265,000	\$215,000	\$225,000	\$230,000	\$235,000	\$245,000	\$255,000	\$260,000	\$270,000
INTEREST	\$293,900	\$286,700	\$279,200	\$271,550	\$263,600	\$257,150	\$250,400	\$243,500	\$235,275	\$226,700	\$217,775	\$208,675
TOTAL SCH GENERAL OBLIGATION	\$533,900	\$536,700	\$534,200	\$536,550	\$478,600	\$482,150	\$480,400	\$478,500	\$480,275	\$481,700	\$477,775	\$478,675
MS-HS CONSTRUCTION												
PRINCIPAL	\$400,000	\$415,000	\$435,000	\$450,000	\$470,000	\$485,000	\$505,000	\$525,000	\$550,000	\$570,000	\$595,000	\$615,000
INTEREST	\$705,171	\$689,171	\$672,571	\$655,171	\$637,171	\$618,371	\$598,971	\$578,771	\$557,771	\$535,771	\$512,971	\$489,171
TOTAL SCH GENERAL OBLIGATION	\$1,105,171	\$1,104,171	\$1,107,571	\$1,105,171	\$1,107,171	\$1,103,371	\$1,103,971	\$1,103,771	\$1,107,771	\$1,105,771	\$1,107,971	\$1,104,171
MS-HS CONSTRUCTION / MPL												
PRINCIPAL	\$295,000	\$290,000	\$290,000	\$285,000	\$290,000	\$285,000	\$280,000	\$280,000	\$210,000	\$115,000	\$120,000	\$120,000
INTEREST	\$197,114	\$156,525	\$148,550	\$142,075	\$134,875	\$127,319	\$119,913	\$111,513	\$105,813	\$99,913	\$96,463	\$92,863
TOTAL SCH GENERAL OBLIGATION	\$492,114	\$446,525	\$438,550	\$427,075	\$424,875	\$412,319	\$399,913	\$391,513	\$315,813	\$214,913	\$216,463	\$212,863
MASS CLEAN WATER POOL 19												
PRINCIPAL	\$61,552	\$62,890	\$64,257	\$65,653	\$67,080	\$68,538	\$70,028	\$71,550	\$73,105	\$74,694	\$76,317	\$77,976
INTEREST	\$28,235	\$29,202	\$27,944	\$26,659	\$25,346	\$24,004	\$22,634	\$21,233	\$19,802	\$18,340	\$16,846	\$15,320
TOTAL MASS CLEAN WATER TRUS	\$89,787	\$92,092	\$92,201	\$92,312	\$92,426	\$92,542	\$92,662	\$92,783	\$92,907	\$93,034	\$93,163	\$93,296
GRAND TOTAL PRINCIPAL	\$2,968,367	\$2,825,545	\$2,888,327	\$2,940,061	\$2,918,293	\$2,842,429	\$2,849,557	\$1,768,186	\$1,283,980	\$1,108,492	\$1,148,156	\$1,182,980
GRAND TOTAL INTEREST	\$1,870,731	\$1,724,259	\$1,610,584	\$1,501,505	\$1,393,221	\$1,285,008	\$1,176,539	\$1,066,621	\$1,022,582	\$977,237	\$937,527	\$896,335
TOTAL DEBT	\$4,839,098	\$4,549,804	\$4,498,911	\$4,441,566	\$4,311,514	\$4,127,437	\$4,026,095	\$2,834,807	\$2,306,562	\$2,085,729	\$2,085,683	\$2,079,315

\*MASS WATER POLLUTION ABATEMENT TRUST: PAYMENT AMOUNTS TO BE SUBSIDIZED BY EQUITY EARNINGS AND CONTRACT ASSISTANCE PAYMENTS

<u>FISCAL YEAR</u>	<u>2029</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2033</u>	<u>2034</u>	<u>2035</u>	<u>2036</u>	<u>2037</u>	<u>2038</u>	<u>2039</u>
MASS WATER POOL 3*											
PRINCIPAL											
INTEREST											
TOTAL MASS WATER POLL TRUST											
MASS WATER POOL 4*											
PRINCIPAL											
INTEREST											
TOTAL MASS WATER POLL TRUST											
MASS WATER POOL 5*											
PRINCIPAL											
INTEREST											
TOTAL MASS WATER POLL TRUST											
MASS WATER POOL 7*											
PRINCIPAL											
INTEREST											
TOTAL MASS WATER POLL TRUST											
MUNICIPAL PURPOSE											
PRINCIPAL											
INTEREST											
TOTAL MUNICIPAL PURPOSE											
MASS WATER POOL 9*											
PRINCIPAL											
INTEREST											
TOTAL MASS WATER POLL TRUST											
MASS WATER POOL 13*											
PRINCIPAL											
INTEREST											
TOTAL MASS WATER POLL TRUST											
MUNICIPAL PURPOSE											
PRINCIPAL											
INTEREST											
TOTAL MUNICIPAL PURPOSE											
MASS WATER POOL 14*											
PRINCIPAL	\$20,051										
INTEREST	\$201										
TOTAL MASS WATER POLL TRUST	\$20,252										
MUNICIPAL PURPOSE SEWER											
PRINCIPAL	\$41,302	\$43,109	\$44,995	\$46,963	\$49,018	\$51,162	\$53,401	\$55,737	\$58,176	\$60,721	\$63,377
INTEREST	\$51,862	\$50,055	\$48,169	\$46,201	\$44,146	\$42,002	\$39,763	\$37,427	\$34,989	\$32,443	\$29,787
TOTAL MUNICIPAL PURPOSE SEW	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164
MUNICIPAL PURPOSE WATER											
PRINCIPAL	\$27,832	\$29,050	\$30,321	\$31,648	\$33,032	\$34,477	\$35,986	\$37,560	\$39,203	\$40,919	\$42,709
INTEREST	\$34,949	\$33,731	\$32,460	\$31,133	\$29,749	\$28,304	\$26,795	\$25,221	\$23,578	\$21,862	\$20,072
TOTAL MUNICIPAL PURPOSE WA1	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781
MUNICIPAL PURPOSE											
PRINCIPAL											
INTEREST											
TOTAL MUNICIPAL PURPOSE WA1											
MS-HS CONSTRUCTION											
PRINCIPAL	\$280,000	\$290,000	\$300,000	\$310,000	\$320,000	\$330,000	\$340,000	\$350,000	\$365,000	\$375,000	\$390,000
INTEREST	\$199,225	\$189,425	\$180,145	\$170,545	\$160,625	\$150,385	\$139,825	\$127,925	\$115,675	\$102,900	\$89,775
TOTAL SCH GENERAL OBLIGATIOI	\$479,225	\$479,425	\$480,145	\$480,545	\$480,625	\$480,385	\$479,825	\$477,925	\$480,675	\$477,900	\$479,775
MS-HS CONSTRUCTION											
PRINCIPAL	\$640,000	\$665,000	\$685,000	\$705,000	\$730,000	\$750,000	\$775,000	\$795,000	\$825,000	\$850,000	\$875,000
INTEREST	\$464,571	\$438,971	\$419,021	\$398,471	\$377,321	\$355,421	\$332,921	\$308,121	\$282,681	\$256,900	\$230,338
TOTAL SCH GENERAL OBLIGATIOI	\$1,104,571	\$1,103,971	\$1,104,021	\$1,103,471	\$1,107,321	\$1,105,421	\$1,107,921	\$1,103,121	\$1,107,681	\$1,106,900	\$1,105,338
MS-HS CONSTRUCTION / MPL											
PRINCIPAL	\$125,000	\$130,000	\$130,000	\$135,000	\$140,000	\$145,000	\$150,000	\$155,000	\$160,000	\$165,000	\$170,000
INTEREST	\$89,263	\$85,513	\$81,613	\$77,713	\$73,663	\$69,463	\$64,750	\$59,875	\$54,838	\$49,238	\$43,463
TOTAL SCH GENERAL OBLIGATIOI	\$214,263	\$215,513	\$211,613	\$212,713	\$213,663	\$214,463	\$214,750	\$214,875	\$214,838	\$214,238	\$213,463
MASS CLEAN WATER POOL 19											
PRINCIPAL	\$79,670	\$81,402	\$83,171	\$84,979	\$86,826	\$88,713	\$90,641	\$92,611			
INTEREST	\$13,760	\$12,167	\$10,539	\$8,875	\$7,176	\$5,439	\$3,665	\$1,852			
TOTAL MASS CLEAN WATER TRUS	\$93,430	\$93,569	\$93,710	\$93,854	\$94,002	\$94,152	\$94,306	\$94,463			
GRAND TOTAL PRINCIPAL	\$1,213,855	\$1,238,561	\$1,273,487	\$1,313,590	\$1,358,876	\$1,399,353	\$1,445,027	\$1,485,908	\$1,447,379	\$1,491,639	\$1,541,086
GRAND TOTAL INTEREST	\$853,830	\$809,862	\$771,947	\$732,938	\$692,680	\$651,013	\$607,720	\$560,421	\$511,760	\$463,343	\$413,434
TOTAL DEBT	\$2,067,686	\$2,048,423	\$2,045,434	\$2,046,528	\$2,051,556	\$2,050,366	\$2,052,747	\$2,046,329	\$1,959,139	\$1,954,983	\$1,954,520

<u>FISCAL YEAR</u>	<u>2030</u>	<u>2031</u>	<u>2032</u>	<u>2040</u>	<u>2041</u>	<u>2042</u>	<u>2043</u>	<u>2044</u>	<u>2045</u>	<u>2046</u>	<u>2047</u>	<u>TOTAL</u>
MASS WATER POOL 3*												
PRINCIPAL												\$10,651
INTEREST												\$533
TOTAL MASS WATER POLL TRUST												\$11,184
MASS WATER POOL 4*												
PRINCIPAL												\$32,145
INTEREST												\$2,452
TOTAL MASS WATER POLL TRUST												\$34,597
MASS WATER POOL 5*												
PRINCIPAL												\$100,000
INTEREST												\$9,966
TOTAL MASS WATER POLL TRUST												\$109,966
MASS WATER POOL 7*												
PRINCIPAL												\$665,889
INTEREST												\$81,507
TOTAL MASS WATER POLL TRUST												\$747,396
MUNICIPAL PURPOSE												
PRINCIPAL												\$7,615,000
INTEREST												\$1,236,400
TOTAL MUNICIPAL PURPOSE												\$8,851,400
MASS WATER POOL 9*												
PRINCIPAL												\$3,043,839
INTEREST												\$546,204
TOTAL MASS WATER POLL TRUST												\$3,171,339
MASS WATER POOL 13*												
PRINCIPAL												\$406,486
INTEREST												\$0
TOTAL MASS WATER POLL TRUST												\$406,486
MUNICIPAL PURPOSE												
PRINCIPAL												\$1,150,000
INTEREST												\$220,968
TOTAL MUNICIPAL PURPOSE												\$1,370,968
MASS WATER POOL 14*												
PRINCIPAL												\$231,838
INTEREST												\$31,436
TOTAL MASS WATER POLL TRUST												\$263,274
MUNICIPAL PURPOSE SEWER												
PRINCIPAL	\$43,109	\$44,995	\$46,963	\$66,150	\$69,044	\$72,065	\$75,218	\$78,508	\$81,943	\$85,528	\$89,008	\$1,564,744
INTEREST	\$50,055	\$48,169	\$46,201	\$27,014	\$24,120	\$21,099	\$17,946	\$14,656	\$11,221	\$7,636	\$3,894	\$1,323,078
TOTAL MUNICIPAL PURPOSE SEW	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164	\$93,164	\$92,902	\$2,887,822
MUNICIPAL PURPOSE WATER												
PRINCIPAL	\$29,050	\$30,321	\$31,648	\$44,577	\$46,527	\$48,563	\$50,688	\$52,905	\$55,220	\$57,636	\$59,970	\$1,054,441
INTEREST	\$33,731	\$32,460	\$31,133	\$18,204	\$16,254	\$14,218	\$12,093	\$9,876	\$7,561	\$5,145	\$2,624	\$891,583
TOTAL MUNICIPAL PURPOSE WA1	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781	\$62,781	\$62,594	\$1,946,024
MUNICIPAL PURPOSE												
PRINCIPAL												\$200,000
INTEREST												\$2,500
TOTAL MUNICIPAL PURPOSE WA1												\$202,500
MS-HS CONSTRUCTION												
PRINCIPAL	\$290,000	\$300,000	\$310,000	\$405,000	\$420,000	\$435,000	\$450,000	\$465,000				\$8,770,000
INTEREST	\$189,425	\$180,145	\$170,545	\$76,125	\$61,950	\$47,250	\$32,025	\$16,275				\$4,894,500
TOTAL SCH GENERAL OBLIGATION	\$479,425	\$480,145	\$480,545	\$481,125	\$481,950	\$482,250	\$482,025	\$481,275				\$13,664,500
MS-HS CONSTRUCTION												
PRINCIPAL	\$665,000	\$685,000	\$705,000	\$905,000	\$935,000	\$965,000	\$995,000	\$1,030,000	\$1,070,000			\$20,210,000
INTEREST	\$438,971	\$419,021	\$398,471	\$202,994	\$172,450	\$140,894	\$108,325	\$73,500	\$37,450			\$11,851,406
TOTAL SCH GENERAL OBLIGATION	\$1,103,971	\$1,104,021	\$1,103,471	\$1,107,994	\$1,107,450	\$1,105,894	\$1,103,325	\$1,103,500	\$1,107,450			\$32,061,406
MS-HS CONSTRUCTION / MPL												
PRINCIPAL	\$130,000	\$130,000	\$135,000	\$175,000	\$180,000	\$190,000	\$195,000	\$200,000	\$205,000			\$5,610,000
INTEREST	\$85,513	\$81,613	\$77,713	\$37,513	\$31,825	\$25,975	\$19,800	\$13,365	\$6,765			\$2,417,563
TOTAL SCH GENERAL OBLIGATION	\$215,513	\$211,613	\$212,713	\$212,513	\$211,825	\$215,975	\$214,800	\$213,365	\$211,765			\$8,027,563
MASS CLEAN WATER POOL 19												
PRINCIPAL	\$81,402	\$83,171	\$84,979									\$1,521,653
INTEREST	\$12,167	\$10,539	\$8,875									\$339,039
TOTAL MASS CLEAN WATER TRUS	\$93,569	\$93,710	\$93,854									\$1,860,692
GRAND TOTAL PRINCIPAL	\$1,238,561	\$1,273,487	\$1,313,590	\$1,595,727	\$1,650,572	\$1,710,628	\$1,765,905	\$1,826,414	\$1,412,163	\$143,164	\$148,978	\$52,186,686
GRAND TOTAL INTEREST	\$809,862	\$771,947	\$732,938	\$361,849	\$306,599	\$249,436	\$190,190	\$127,671	\$62,997	\$12,781	\$6,518	\$23,849,136
TOTAL DEBT	\$2,048,423	\$2,045,434	\$2,046,528	\$1,957,576	\$1,957,170	\$1,960,064	\$1,956,095	\$1,954,085	\$1,475,160	\$155,945	\$155,496	\$76,035,822

\*MASS WATER POLLUTION ABATEMENT TRUST: PAYMENT AMOUNTS TO BE SUBSIDIZED BY EQUITY EARNINGS AND CONTRACT ASSISTANCE PAYMENTS

TOWN OF LUNENBURG							
FY2016 COLLECTION OF TAXES							
RECEIVABLES SUMMARY							
JUNE 30, 2016							
FISCAL YEAR	FORWARD	COMMITTMENTS	ADJUSTMENTS	REFUNDS	PAYMENTS	ABATEMENTS	TRANSFER
<b>REAL ESTATE</b>							
LEVY OF 2007	\$3,890.09						
LEVY OF 2008	\$15.90						\$3,890.09
LEVY OF 2009	\$0.00						\$15.90
LEVY OF 2010	\$137.74						\$0.00
LEVY OF 2011	\$30.71						\$137.74
LEVY OF 2012	\$28.60		\$3.38				\$30.71
LEVY OF 2013	(\$6,213.94)		\$15.67	\$6,220.76			\$31.98
LEVY OF 2014	(\$4,460.08)	\$464.77	\$1.20	\$66.62	\$1,038.07		\$22.49
LEVY OF 2015	\$491,780.45		\$24.32	\$13,839.12	(\$206,199.80)		(\$2,889.42)
LEVY OF 2016	\$0.00	\$22,936,086.93	(\$99,731.91)	\$12,444.97	(\$22,231,864.98)	(\$110,121.08)	\$1,532.74
							\$506,813.93
<b>PERSONAL PROPERTY</b>							
LEVY OF 1998	\$3,705.21						
LEVY OF 1999	\$1,900.15						\$3,705.21
LEVY OF 2000	\$1,695.21						\$1,900.15
LEVY OF 2001	\$1,095.91						\$1,695.21
LEVY OF 2002	\$3,615.73						\$1,095.91
LEVY OF 2003	\$2,879.08						\$3,615.73
LEVY OF 2004	\$3,187.82						\$2,879.08
LEVY OF 2005	\$2,180.68						\$3,187.82
LEVY OF 2006	\$3,637.23						\$2,180.68
LEVY OF 2007	\$3,551.11				(\$37.23)		\$3,600.00
LEVY OF 2008	\$4,207.88				(\$78.85)		\$3,472.26
LEVY OF 2009	\$4,955.33			\$5.63	(\$119.25)		\$4,088.63
LEVY OF 2010	\$5,361.43				(\$197.82)		\$4,763.14
LEVY OF 2011	\$4,479.77				(\$289.61)		\$5,071.82
LEVY OF 2012	\$4,451.76			\$142.24	(\$406.04)		\$4,073.73
LEVY OF 2013	\$4,604.50				(\$113.05)		\$4,480.95
LEVY OF 2014	\$5,385.74				(\$145.23)		\$4,459.27
LEVY OF 2015	\$7,234.41				(\$744.43)		\$4,641.31
LEVY OF 2016	\$0.00	\$689,647.07			(\$3,552.87)	(\$127.47)	\$3,681.54
					(\$678,591.76)		\$10,927.84

TOWN OF LUNENBURG						
FY2016 COLLECTION OF TAXES						
RECEIVABLES SUMMARY						
JUNE 30, 2016						
FISCAL YEAR	FORWARD	COMMITMENTS	ADJUSTMENTS	REFUNDS	PAYMENTS	
<b>MOTOR VEHICLE EXCISE</b>						
LEVY OF 1997	\$1,690.95		(\$1,690.95)			
LEVY OF 1998	\$1,603.12		(\$1,603.12)			
LEVY OF 1999	\$2,923.97		(\$2,923.97)			
LEVY OF 2000	\$4,131.99		(\$4,131.99)			
LEVY OF 2001	\$4,644.37		(\$4,644.37)			
LEVY OF 2002	\$9,350.22		(\$9,350.22)			
LEVY OF 2003	\$6,453.05				(\$20.00)	
LEVY OF 2004	\$6,326.91				(\$20.00)	
LEVY OF 2005	\$5,690.10					
LEVY OF 2006	\$8,623.99				(\$66.56)	
LEVY OF 2007	\$9,688.84				(\$211.88)	
LEVY OF 2008	\$4,051.03				(\$320.21)	
LEVY OF 2009	\$4,430.54				(\$325.00)	
LEVY OF 2010	\$3,686.29				(\$322.50)	
LEVY OF 2011	\$6,731.58				(\$375.43)	
LEVY OF 2012	\$6,004.05				(\$1,193.19)	
LEVY OF 2013	\$9,296.43		\$3.64	\$7.35	(\$3,379.49)	
LEVY OF 2014	\$25,974.18		\$5.11	\$2,317.38	(\$14,748.16)	
LEVY OF 2015	\$137,933.42	\$198,787.38	\$10.38	\$17,552.36	(\$307,704.50)	
LEVY OF 2016	\$0.00	\$1,535,999.55		\$15,223.97	(\$1,372,785.43)	
<b>OTHER EXCISE TAXES</b>						



TOWN OF LUNENBURG				
FY2016 COLLECTION OF TAXE				
RECEIVABLES SUMMARY				
JUNE 30, 2016				
FISCAL YEAR	FORWARD	COMMITMENTS	ADJUSTMENTS	REFUNDS
DEFERRED PROPERTY TAX	\$15,549.95			
DEFERRED SEWER PRI	\$4,474.53			
DEFERRED SEWER INT	\$1,717.33			
WATER USER CHARGES	\$1,396.14	\$27,618.93	\$150.00	
SEWER USER CHARGES	\$90,368.83	\$738,717.51	(\$4,090.34)	\$276.06
UTILITY LIENS ADDED TO TAXES				
SLIEN COMM TO RE PRIN	\$15,686.00	\$61,054.73		
SLIEN COMM TO RE INT	\$1,542.66	\$5,443.91		
UNAPPORTIONED ASSESSMENTS				
SEWER BETTERMENT	\$5,571,395.68	\$51,981.62	(\$12,497.24)	
MEADOW WOODS WATER BETTERMEI	\$1,070,392.14			
STREET BETTERMENT	\$3,600.00			
SEPTIC BETTERMENT	\$0.00	\$4,378.24		
WATER BETTERMENT	\$0.00			
APPORTIONED ASSESSMENT ADDED TO TAXES				
SEWER COMMITTED PRIN	\$36,147.76	\$324,101.23		
SEWER COMMITTED INT	\$76,435.85	\$183,036.89		



## ***TOWN SERVICES***

## **BUILDING DEPARTMENT**

The Building Department is located on the second floor of the Ritter Memorial Building, 960 Massachusetts Avenue, Lunenburg, MA. Office hours for the Building Department are Monday and Wednesday 8:00 A.M. to 4:00 P.M., Tuesday and Thursday 8:00 A.M. until 6:00 P.M., closed Friday. Michael J. Sauvageau serves as the Building Commissioner, John Morreale serves as the Assistant Building Inspector and Lisa Normandin serves as the Administrative Assistant.

The Building Department processes all Wiring, Plumbing and Gas permits, this can be done by mail or in person during regular business hours.

Building permits for 2016 increased slightly from 452 in 2015 to 500 for 2016. Solar permits remain steady as well as new single family homes and townhouses. The Emerald Place (formerly Whalom Park) project is now completed. Several large projects are in the reviewing stage or have been approved and are anticipated to begin construction soon. The new middle/high school is now complete and absolutely beautiful.

The 2009 International Building Code for residential and commercial construction is the current building code and it is anticipated that a new Ninth Edition Code (2015 International Building Code) will soon be in effect.

The new energy code will be in place on January 1, 2017 based on 2015 International Energy Conservation Code with the “stretch code” amendments/. **Residents and developers are reminded that Lunenburg is a “Stretch Code Community” which has specific code requirements in addition to the current energy code requirements.**

Residents should be aware that Massachusetts Law requires that all persons, partnerships and corporations who bid or perform residential contracting (reconstruction, alterations, additions etc.) for work exceeding \$1000.00 be registered with the Commonwealth. This office will enforce this provision; however you should ask your contractor about his/her registration. Please contact this office with any questions about this requirement or call for any information regarding zoning requirements or building code issues.

## **CEMETERY DEPARTMENT**

Cemetery Commissioners, Chairman Stephen Schaff, Lorraine Mendoza, Lance May and Superintendent Todd Holman wish to thank the following people: Boy Scouts Scout Master James Parker, Eagle Scout Liam Rowlington and several others for the granite steps project in the North Cemetery. The job came out great! Also, thanks to Dave Passios for buying and donating 2 well water pumps and repairing others and Dave Bingham for repairing the roof on the well pump house in the South Cemetery. We want to thank Lt. Steven D. Hynes of the Worcester County Sheriff's Community Service Department and inmates for their help during the summer and fall clean-ups. The Cemetery Department maintains an online mapping system for both cemeteries at <http://www.map.ramaker.com/ecims/> There were 36 burials in 2016.

NAME	AGE	CEMETERY	NAME	AGE	CEMETERY
<b>JANUARY</b>			<b>AUGUST</b>		
Marion M. Benson	83	North	* Gwen M. McCormick	49	South
			* Garnold Lamb	78	North
			(Veteran)		
<b>FEBRUARY</b>			<b>SEPTEMBER</b>		
<b>MARCH</b>			* Edmond J. Levesque	89	North
* Herman J. Schuren III	68	South	(WWII)		
<b>APRIL</b>			<b>OCTOBER</b>		
William Murphy	61	North	* Peter Charpentier	57	North
Mary Violette	92	North	Theresa A. Glenney	86	North
Michael J. McCormick	49	South	* Richard Moses	81	South
(Gulf War Desert Storm)			(Korea, Vietnam)		
* Arthur Weidenhoff	57	North	Ethel Skehan	81	South
(Veteran)			Elizabeth Gilchrest	85	South
* Murray S. Smith Jr.	86	South	* Harvey Larrabee	89	North
(Korea)			(WWII)		
* George Reichard	69	South	Friedlinde Saksen	85	North
(Korea, Vietnam)			* Evelyn M. Perkins	94	North
* Jeannie M. Reichard	90	South	* Roland A. Curtis Jr.	75	North
Lionel R. Loiselle	80	South	(Vietnam)		
(Veteran)			<b>NOVEMBER</b>		
<b>MAY</b>			Barbara Gulliver	94	North
Ellen S. Mattson	98	North	Clifford Gilbert Jr.	83	North
Jean E. Hobbs	89	North	Olga M. Wolfe	94	North
* Donald Wilson	80	South	* Diane M. Robbins	71	North
(Veteran)			* Austin J. Robbins	18	North
<b>JUNE</b>			Pentti Laine	92	North
* Janice Rosensteel	67	South	<b>DECEMBER</b>		
(Vietnam)	76	North	* Matthew P. Rafalski	40	North
Robert C. Ostman					
(Veteran)			<b>JULY</b>		
<b>JULY</b>			* Avis Pisciotta	77	North
			* Jean Blake	89	North
			<b>* Denotes Cremation</b>		

Note: Correction to the 2015 Town Report: \*James E. Steele, 84, North Cem. Korea/Vietnam Veteran  
 \*Merelyn P. Foster Age 92 North Cem. Cremation

## **CONSERVATION COMMISSION**

The Town of Lunenburg Conservation Commission is a seven member commission appointed to 3 year terms by the Board of Selectmen, whose duties are codified under the Conservation Commission Act MGL c. 40 § 8C. The Commission enforces the Massachusetts Wetland Protection Act MGL c. 131 § 40 and Article XXII of the local bylaws for the protection of wetlands.

The year 2016 was, as last year, one of a very busy and active agenda containing both public hearings and meetings for a wide range of projects from commercial development, subdivisions and small single family upkeep projects. The Conservation Commission worked to spell out goals of preparing to use the year 2017 to complete revising its regulations to provide consistency with the original bylaw and to find those sections that may be now out of date and need to be modified. This effort should conclude by the fall of 2017.

The Commission held numerous inspections with the Commission Administrator on weekends prior to meetings to familiarize themselves with the upcoming proposals that would appear on their agenda. The Commission is also working with the town on familiarizing itself with the upcoming storm water mandates from the EPA and working towards compliance both by procedure and with any necessary codification.

The Conservation Commission in cooperation with the Open Space Committee and the Lunenburg Snow Riders Club has closed out a grant that obtained the former Lane property, known as the Holman Conservation Area, as open space and has worked to place an adequate and ADA-complaint parking area and bridges that would blend in with the trail heads on Holman Street. The Conservation Commission also held public recreational walks through its open space parcels and plans to continue to do so.

The Commission has worked closely with the Lake Shirley Improvement Corporation and Hickory Hills Lake Management Group on updates of their management plans and becoming actively involved in formulating the new updates designed to give a better picture of the overall health of the ecosystems and the various ways to ensure continued protection of these valuable resources.

The Commission also obtained over \$16,000 in grant money from DCR for the completion of forest stewardship planning on the Holman Conservation Area, both Town Forests, the open space on Robbs Hill and the Cowdrey Lot. The Commission retained Gary Gouldrup, a noted forester with many years of experience working in town for the commission and private landowners.

This year also marked the hiring of former commission consulting agent Matthew S. Marro as the new Conservation Administrator. With his 18 years of dealing with commission projects and goals, Mr. Marro was ready to hit the ground running on day one. Mr. Marro has worked with the commission this year on office goals and procedures, increased inspections and office productivity as well as special projects. For example, he publishes a monthly article in the Lunenburg Ledger addressing the commission goal of informing the public on local environmental and recreational issues.

The Commission thanks all the town agencies for a great year and look forward to many more!

Respectfully Submitted,

Richard Bursch, Chairman  
Todd Dwyer, Vice-Chairman  
Tom Bertram  
Kenneth Jones  
Carl Luck  
Bob Pease  
Jack Rabbitt  
Matthew S. Marro, Conservation Administrator

**COUNCIL ON AGING**  
**July 1, 2015 – June 30, 2016**

The mission of the Council on Aging is to advocate for the improved quality of life for all seniors through supportive services, programs and education. Councils on Aging were established under Massachusetts General Law Chapter 40, §8B, to include setting policy for the administration of elder programs or services and to develop, coordinate and conduct such activities which advocate for elder issues.

The FY16 Council on Aging staff consisted of Susan Doherty, Director; Amanda Koeck, Administrative Assistant and Transportation; Faith A. Anderson, Outreach Coordinator; Joanne Brazell, Meal Site Coordinator; Jeanne Tatro, Ruth Swiecicki, Judy Alario and Elsa Watson, Meal Site Assistants; Jerry Beloin, Jim McGuigan, and Paul Grunditz, MART Van Drivers.

The Council on Aging Board is an eleven member board appointed by the Board of Selectmen. The FY16 Council on Aging Board members were; Chairperson Pete Lincoln, Vice-Chairperson Jacquelyn Dwyer, Betty DiGiacomo, Sarah Grant, Brian Guenard, Deb Lincoln, Kevin McNally, Cheryl Moisan, Diane Nowd, Jane Rabbitt, and Judith Tarbell.

The Town budget alone does not support this senior center. Other sources of funding are the Eagle House Supporters Inc., a non-profit 501(c) 3 group, Formula Grant funding from the Commonwealth of Massachusetts, and Montachusett Regional Transit Authority.

We are very lucky to have a large volunteer force at the Eagle House. In FY16 we had 43 volunteers who contributed 3,149.75 hours of their time to help us out by doing things such as driving for the Meals on Wheels Program, program leaders, kitchen helpers, office help, library, and friendly visitors. We greatly appreciate their service.

The Council on Aging widened its connection with the community by changing the name of the senior center to “Eagle House Senior **Community** Center” and now welcomes all people age 50 or older in Lunenburg and surrounding communities to participate in our activities. A new Facebook page was also created by COA board member Jacquelyn Dwyer. The Eagle House extended its hours of operation to include evening programming on Wednesdays.

A \$3,000 grant was received from the Nashoba Valley Healthcare Fund with financial support from the Greater Lowell Community Foundation and the Community Foundation of North Central Massachusetts. This grant was used to reinstate the “Are You OK?” telephone reassurance program. This program provides free daily computerized wellness calls to homebound elders or people with disabilities. These calls are generated through the Nashoba Valley Regional Dispatch District.

The Eagle House offers a variety of programs, such as health and wellness, arts and crafts, intergenerational, bocce, cards and games, cultural, information and referral, and social events both at the senior center and offsite. There were 778 people who utilized the senior center in FY16. Those 778 people compiled 21,409 units of service by participating in the programs listed above.

**COUNCIL ON AGING**  
**July 1, 2015 – June 30, 2016**

New programs included:

- \* Fitchburg State University Community Read
- \* Fire Department CPR Friends & Family
- \* Fire Department Winter Ice Safety
- \* LUK Narcan/Opioid Informational Program
- \* Nashua River Water Shed “Tick Talk” Lyme Disease Prevention
- \* Red Dress Gala
- \* 1<sup>st</sup> Annual Eagle House Tea Party
- \* “Tiny House” presentation
- \* Wednesday evening Yoga, Arts & Crafts, & Floral Arrangement classes
- \* Intergenerational community service activities with the Lunenburg High School National Honor Society
- \* Numerous Lunenburg Public Access Televised Programs highlighting Eagle House Activities

The Council on Aging delivered 4376 Meals on Wheels to 50 clients and provided 2,684 rides to 64 clients on our senior van.

Special thanks go to Eagle Scout Logan Marshall for constructing a handicapped-accessible ramp connecting the upper parking lot to our lower parking lot and to Eagle Scout Luke Marshall for constructing our Community Garden raised vegetable beds and horseshoe pit.

The Lunenburg Council on Aging newsletter lists current events and is available for you to pick up at the Eagle House Senior Community Center, Town Hall, Public Library, Post Office, local churches and various businesses throughout the community.



# LUNENBURG CULTURAL COUNCIL

## **Fiscal Year 2016**

Date completed: 1/10/2016

### **LCC Account Form**

Submitted on: 10/13/2015

Municipal Fiscal Officer: Karen Brochu

Council Representative: Brent Benson

Account Balance Beginning of Period (7/1/2014): \$8,979.42

State Revenue (FY2015 Allocation): \$1,100.00

Municipal Revenues: \$13.98

Other Revenues: \$0.00

Total Revenues: \$1,113.98

Total Expenditures: \$3,191.00

Account Balance End of Period (6/30/2015): \$6,902.40

Local Revenue/Interest in Account Balance: \$0.00

### **Amount Available for Granting**

Account Balance End of Period (6/30/2015): \$6,902.40

Total Expenditures from 7/1/2015 to 11/1/2015: \$4,213.00

Total Pending Expenditures (Encumbered funds): \$925.00

Additional Local Revenue/Interest 7/1/2015 to: N/A \$0.00

Available Remaining Balance: \$1,764.40

Locally Raised Funds/Interest: \$0.00

Administrative Funds for 2016: \$0.00

FY2016 Allocation: \$4,700

Amount Available for Granting in FY2016: \$6,464

Voting Meeting: 11/3/2015

Voting Meeting Attendance:

Brent Benson

James Ryan

Kiirja Paananen

Laura Brzozoski

MaryEllen Letarte

Peter McCarron

Sarah Coon

**Denial Letter Postmark:** 11/10/2015

**Last date of Community Input:** 8/7/2012

**Total granted in FY'2016:** \$6,464

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# LUNENBURG CULTURAL COUNCIL

## Grant Requests and Awards

#	Title	Description	Local Sponsor	Name	Contact	Address	Address Town	Request	Granted
1	Lunenburg Town Band	Summer concert series	Town of Lunenburg	Lunenburg Town Band	Kathy Herrick	17 Main St	Lunenburg, MA 01462	\$3,000	\$703
2	Collaborative Youth Concert	LHS participate in performances	High School	Handel and Haydn Society	Louisa Trackman	9 Harcourt Street	Boston, MA 02116	\$500	\$500
3	Plimouth Plantation field trip	3rd grade field trip	Primary School	Lunenburg Primary School	Janet Marshall	1401 Mass. Ave	Lunenburg, MA 01462	\$5,061	\$1,655
4	Mad Science of Western NE	Hands on science demonstration	Library	Lunenburg Public Library	Debbie Laffond	1023 Mass. Ave	Lunenburg, MA 01462	\$500	\$250
5	Hunting the Forest	Anime workshop	Library	Lunenburg Public Library	Nicole Piermarini	1023 Mass. Ave	Lunenburg, MA 01462	\$176	\$176
6	Fan Fiction 101	Fan fiction workshop	Library	Lunenburg Public Library	Nicole Piermarini	1023 Mass. Ave	Lunenburg, MA 01462	\$176	\$176
7	Get Bent, Yoga for Teens	Four week yoga class	Council on Aging	John Root	25 Greenleaves Dr. #513	1023 Mass. Ave	Lunenburg, MA 01462	\$204	\$204
8	Songbirds of the Northeast	Presentation on songbirds	Council on Aging	Ruth Harcovitz	Ruth Harcovitz	PO Box 920302	Amherst, MA 01002	\$450	\$200
9	Sunny skies of Italy	Music performance	School Linked Services	Roger Tindnell	Roger Tindnell	78 Pratt Corner Rd	Needham, MA 02452	\$550	\$550
10	Childrens Songs	Family concert	Louise Bogan Chapter	MA State Poetry Society	Regina McGee	330 West St	Shutesbury, MA 01072	\$450	\$450
11	Poetry Anthology	Publishing book of area poets	Fitchburg Art Museum	Fitchburg Art Museum	Mary Tindi	185 Elm St	Lunenburg, MA 01462	\$1,250	\$1,250
12	81st Regional Art Show	juried exhibit of local artists					Fitchburg, MA 01420	\$350	\$350

## **DEPARTMENT OF PUBLIC WORKS**

The Department of Public Works combines the resources of the Highway, Park, Cemetery, Sewer, and Facilities divisions, and Vehicle Maintenance services into one department organizing and scheduling personnel and equipment to best serve the residents of the community through the effective delivery of an extensive scope of services with a high degree of efficiency.

### **DEPARTMENTAL OBJECTIVES**

“Public Works is either working or on call twenty four hours a day three hundred and sixty five days a year to respond to any weather, infrastructure, roadway, or facility related emergency that may arise.”

We strive to enhance the awareness of the value of Public Works provides to our Town, and ensure others are aware of our contribution. This is not for an expectation of praise, but rather to make sure efforts are not forgotten as they merge into the fabric of our everyday service.

Major events over the past years have highlighted the fact that Public Works has a seat at the table and is a major player in emergency management. Town Officials, Police, and Fire acknowledge that Public Works is critical in order to facilitate the required services of others. We must continue to build on this awareness.

This department must also reach out to the public we serve and educate them to the fact that the common services they receive do not just happen, but rather are the efforts of a dedicated staff of individuals, service companies, and vendors. Safe roadways, wastewater control, solid waste collection and recycling operations, tree removal, storm water management facilities and grounds maintenance, winter snow and ice removal, cemeteries and parks are the expected services supporting everyone in the community.

We will work to engage the public in order to set reasonable expectations and gather support for annual budget requests, capital requests, and specific projects.

### **PAVEMENT MANAGEMENT**

The updated Pavement Management Plan, inclusive of an electronic database and a revised Town-wide pavement defect analysis. For a second time, a complete survey of every road was completed to establish a “pavement defect value.” The amount of new paving does not keep up with the yearly deterioration factor, and as such the backlog is in excess of nine million dollars. The program remains underfunded however efforts of the Town Manager and the Board of Selectmen have resulted in a separate line within the DPW budget earmarked solely for paving and paving related services.

Road Projects typically extend over two construction seasons and overlap from one fiscal year to the next. During this year the paving schedule included: a large portion of Howard and West St., West Townsend Rd., Northfield and Flat Hill Rd. each funded through the Chapter 90 State Aid program with the exclusion of Flat Hill Rd. completed through the operational budget of the DPW by a dedicated Pavement Management Plan line. Due to a hellacious winter of 2014-2015, the Governor allocated a sum of money to each city/Town in the Commonwealth under the description of “Winter Rapid Recovery Program” to be used exclusively for paving. The completion of Howard St., a portion of Reservoir Rd., Arbor St., Page St., Kilburn St., and West St. all benefitted from the program with a curb to curb overlay along the most degraded portions.

Documentation provided through a “pothole” log (a daily record of road work specific to patching and filling of pot holes) provided information that one third of all the available work days during the season are dedicated to patching and other temporary repairs to similar roadway failures. As defects are identified we respond to every location in a timely manner. This has proven to be as less than effective method due to the fact that patching is merely a temporary fix. New pot holes appear each spring particularly after a severe winter, and often staff addresses the same areas year after year and must continue to do so until full curb to curb rehabilitation is completed, clearly a revenue driven operation.

The seasonal crack sealing program has been effective in some locations however this application is designed as a temporary solution as well with an effective life span of around five years. Many streets that have been “sealed” are well beyond that time frame. The mechanic of the process involves the installation of rubberized asphalt under high pressure into cracks or separations in the pavement. The Pavement Management Plan identifies specific areas where this method is the best option based upon the aforementioned pavement defect value. This application does not take the place of curb to curb paving, only postpones it and is not applicable in areas of more serious defects.

The revised Pavement plan, no matter how detailed, is of little value without an identified source of funding. Lack of revenue continues to be the major detriment to improving the overall condition of our roadways. The primary sources of funding are the Massachusetts Department of Transportation Chapter 90 program and the dedicated line in the DPW budget. The estimated value of our 86 miles of paved streets is, by industry standards, calculated to be 62 million dollars. The General Highway maintenance line within the operational budget has remained virtually unchanged for two decades while the overall omnibus budget has nearly tripled to a value in excess of 30 million dollars. In order to initiate and sustain a road improvement program a substantial infusion of funds is necessary. The conservative estimate remains at approximately 1.2 million dollars per year total or an additional \$800,000.00 to existing allocations. Applying \$400,000-\$500,000 a year to a backlog of work that approaches 10 million dollars dooms the current plan to failure. As an example: many roads are compromised to the degree that only a major reconstruction can bring them to an acceptable quality and less travelled, local roads remain out of reach.

#### FLEET MAINTENANCE

The DPW is responsible for the repairs and preventative maintenance to all Town vehicles and equipment. High performance police units, First responder Fire and Rescue apparatus, park, cemetery, and school vehicles as well as over 30 pieces of highway related machinery are serviced by department personnel. Outsourcing of highly technical repairs has become more frequent and therefore more costly. Due to the volatile global oil market, the overall cost of fuel and petroleum based products continues to be a moving target and therefore difficult to estimate annually.

The installation of a vehicle maintenance software program has proven to be a valuable tool. Each repair is logged by department and vehicle identification number and memorialized in a data bank. Every vehicle can be tracked for part numbers, required services, as well as frequency and cost of repairs over the life of the equipment. As Director I have created and submitted to Town Officials a vehicle replacement schedule created by the American Public Works Association in order to more clearly represent our needs.

#### FACILITIES MANAGEMENT

The following is a list of buildings and properties maintained by the DPW:

DPW Garage 520 Chase Road	Public Safety Complex
Park Bldg. Leominster Rd.	Town Hall
Cemetery Building, Holman St.	Eagle House
Town Beach	Town Common
Ritter Bldg.	Teen Center
Old Primary School	Veterans Park
All athletic fields/playgrounds excluding school properties	

The ever increasing workload made necessary the addition of a second individual to assist with repairs and maintenance. The increase in staff by only one has significantly lessened the need for outsourcing, specifically preventative maintenance. Staff remains on-call 24 hours a day 365 days per year. Staff keeps buildings compliant and protects the safe running of the work environment.

Any significant interruption of service within Town buildings carries the potential of disrupting or disabling necessary services provided to the community. The facilities support staff are problem solvers and technicians with a wide range of experience encompassing all of the construction trades. They deliver services or oversee those functions provided by specialized subcontractors. Staff manages and forecasts all of the building assets and prioritizes replacement costs. Unfortunately this component of the program has fallen short of expectations and need and with the formation of a Building Reuse Committee it is clear that asset management relative to our buildings requires a professionally prepared capital plan. With the use of building maintenance software, requests for service are acknowledged immediately, prioritized, and completed in a timely manner. Those individuals requesting service are contacted upon completion of the tasks a history of the repair is filed electronically. Although a success, this remains a reactionary approach.

## ENVIRONMENTAL

### Storm Water

For yet another year the Environmental Protection Agency has not set the requirements for the next phase of storm water regulation and permits. As we await the potential of what will be an unfunded Federal mandate the Town remains in compliance with current protocol.

The DPW, as a result of limited funding is forced to become reactionary to roadway drainage issues. A capital program in the 1990's earmarked \$20,000.00 annually toward rehabilitation/installation of piping and catch basins. The elimination of this dedicated funding placed the financial burden upon the overall General Highway maintenance allocation effectively reducing drainage repairs. In anticipation of the new regulations the Town Manager has re-established a budget line within the DPW dedicated to storm water, a necessary first step.

As roadways are scheduled for pavement, drainage is surveyed and necessary repairs are addressed to avoid paving over problems. New storm water regulations will likely force the Town to become more proactive albeit with no identified source of funding. At the conclusion of winter and again in the late fall drainage structures in close proximity to open water are cleaned. Public Works attempts to maintain an aggressive schedule of street sweeping and catch basin cleaning, the front line of storm water management.

### Waste Water

The DPW continues as the caretaker of the entire sewer system. To become more efficient the Sewer Commission has outsourced much of the day to day inspections and preventative maintenance of the overall wastewater system inclusive of 10 pump stations. Business management, inspections, permitting, and oversight of the subcontractor remain the responsibility of the DPW.

### Tree Removal

While it may seem difficult to believe, the infamous "Ice Storm of '08" continues to detrimentally affect trees in the Town right-of-way. As presented to the Board of Selectman during the initial recovery process, the "heartwood" of a large volume of trees was affected. Previously unnoticed damage together with natural attrition of every species creates a backlog of tree felling and pruning that far exceeds the allotted budget. The department is unable to fulfill each resident request and must prioritize work based upon the calculated degree of danger to residents and property. With the establishment of a Hazardous Tree Survey, a more efficient approach to defects has been established by prioritization. Sadly, the amount of work far exceeds the available revenue. Until a plan is in place, the DPW will act in a reactionary mode. All work aside from brush removal, chipping, and the felling of small diameter trees is outsourced due to the necessity of a bucket truck and a licensed professional. Each spring DPW staff initiates the activity of removing and disposing of woody debris within the right-of-way and a Town-wide program of curbside mowing. A hugely aggressive program by our power provider has lessened the burden of the Town to remove those trees that may cause an interruption of electrical service to the community.

### Landfill

The "capped" landfill off Young's Rd. remains in compliance with the inspection protocol mandated by the Division of Environmental Protection. The site is monitored regularly for excessive methane gas as well as the possibility of groundwater contamination.

The frequency of the testing was reduced through a special permit acquired as a result of consistently favorable results. The landfill site including the perimeter fencing is inspected on a regular schedule by DPW personnel.

Adjacent to the "cap" is a storage area for catch basin materials and street sweepings both determined by the EPA to be hazardous waste. We are permitted to store these materials through the procurement of a (BUD) Beneficial Use Determination permit. The DEP requires yearly testing of these materials. Other communities are required to transport these tainted materials to an appropriate site at an excessive cost.

On weekends during the fall and springtime months DPW personnel oversee and manage the annual composting of brush, leaves and other organic debris providing a valuable service to our residents and add a valuable component to our recycling program. There has to date been no dedicated funding toward

the organization or long range remediation of this location. Once again, dollars will be taken from the General Highway line to maintain this location while keeping it environmentally safe. It is likely this department will present a plan to use the compost as leverage to clean and grade the area as well as the removal of the brush. With water and sewer at the perimeter this sandy, gravelly area adjacent has been proposed as a potential recreational area for the Town. As of yet this project has not gained traction.

#### Solid Waste

Public works monitors, orders, stores, and distributes trash bags in order to facilitate the curbside collection of trash and recyclables for our by our current vendor, Casella Inc for the pay as you throw program.

#### Lake Shirley Dam

In the early 1990's, with the structure in need of repair/rebuilding the Lake Shirley Association turned over ownership of the dam to the Town. After completion of a total reconstruction, responsibilities for maintenance, monitoring, and record keeping was completed solely by a small number of volunteers from the Lake Association. In 2004-2005 custodianship of the dam, compliance with State dam regulations, the establishment of an operations manual as well as an emergency action plan was placed under the umbrella of the Department of Public Works. As with the storm water program and other EPA / DEP mandates compliance with current and future regulations is critical. We rely on the expertise and support of a professional consultant to assist with predetermined mandates. The most recent inspection resulted in a positive report.

#### Winter Operations

Snow and ice present a major challenge to our Town. The safety of the general public depends on the ability of the DPW to maintain our roadways in a safe condition despite the severity or the duration of snow and ice events. To that end we have developed a winter operations procedure based upon a detailed plan that must be flexible due to the unpredictability of each storm. A consistently high level of service is expected and must be delivered to every part of Town in a timely manner.

Departmental preparedness begins with successful implementation of the capital plan. Financial support is necessary to provide effective fleet rotation insuring minimal interruption of services due to breakdowns and repairs. In the fall, salt and sand are delivered to the Chase Rd. facility. Lunenburg is in a consortium with 14 other communities in an effort to procure the lowest possible price for road salt an absolute necessity. Individually the Town also solicits bids for road sand. From late summer to early fall vehicle maintenance staff inspects and prepares the trucks, sanders and plows for winter operations. During the construction season road crews address right-of-way issues, overhanging branches, and pavement defects in order to eliminate obstacles to plowing. Each division within the DPW is involved in winter operations. Typically DPW staff combines with 18-20 subcontractors to provide service.

Generally it is not the amount of snow but the duration of the event that determines the overall cost. For example, a fast moving snow storm of 6-8 inches will cost significantly less than a long duration freezing rain event even though the accumulation is much less. Historically, the department operates in a deficit due to a yearly allocation that is below the cost of an average winter. It is a dedicated group of individuals who successfully challenge the worst Mother Nature has to offer regardless of severity or duration.

*"DPW workers are the original Storm Troopers"*

#### PARKS

In conjunction with the three elected Park Commissioners DPW staff oversees and maintains all parks and grounds exclusive of school property. A full time Park employee was replaced with seasonal workers. Much of the Town wide landscape maintenance is outsourced, resulting in significant savings and increased efficiency. Repair of the multi-use track complex is in the planning stage. After many years, a mutual effort between the Commissioners and all users of the facility is gaining traction.

#### CEMETERY

One Cemetery Division Superintendent, a DPW employee, handles the duties of the North and South cemeteries, maintaining the grounds, coordinating burials, and meeting regularly with the three

members of the Cemetery Commission. The DPW supplies equipment and support staff for, on average, forty burials a year and general maintenance of the facilities.

As always, I am deeply appreciative of the continued patience and support of our residents and fellow Town employees as we persevere.

“As caretakers of the Town’s infrastructure our goal is to preserve and enhance the resources of the Town of Lunenburg for future generations. To that end we strive to meet or exceed all expectations associated with the challenges of each of the divisions under the umbrella of public works.”

Jack Rodriquenz  
Director

## **FINANCE COMMITTEE**

**(This is a reprint of the message printed in the May 7, 2016 Annual Town Meeting warrant)**

The Town Budget to be presented at Town Meeting has followed the same process as in recent years. The Town Manager has again provided Department Heads a ‘target budget’ to work from, based on the financial forecast, current service levels and funding opportunities.

The Finance Committee is recommending approval of the Town budget in the amount of \$33,802,328.00, with an increase in revenues from all sources, totaling \$1,758,413 over the 2016 Budget (after recap). A significant increase is anticipated in State Aid from Chapter 70 (education funding) and general government aid (lottery). While this is welcome news, unrestricted general government aid has yet to reach its previous 2006 levels. Furthermore, since the financial forecast was first presented, health insurance costs have come in much greater than expected. For the most part, Town departments have continued to maintain a consistent portion of the budget, but pressures from a few drivers, namely Retirement, Health Insurance and Debt Service, are beginning to demand a larger share, creating constraints on growth.

In breaking down the revenue to the Town, 67% comes from real estate property taxes and 33% comes from other sources such as State Aid, motor vehicle excise or meal taxes, betterments and other fees. The effects of such aid on particular aspects of the budget are difficult to parse out, except for Chapter 70 funding, which accounts for \$1 of every \$3 budgeted for the schools.

Retirement and health insurance consume an ever increasing portion of the total budget. Town employees pay into 1 of 2 retirement systems. Licensed school district employees contribute to the Massachusetts Teacher Retirement System, which requires no additional town funding. Any additional funding of this Retirement System is done at the State level, and is reported in notes to the Town Financial Statements as an ‘On Behalf’ payment. Non-licensed school personnel and Town-side employees contribute to the Worcester County Retirement System. The Town makes two payments to this system, an employer contribution for active employees and an assessment to fund the ‘Unfunded Liability’ of future payments to retirees. The Retirement Assessment has gone up 8.7%, or \$84,143, over the 2016 Budget (after recap). Health insurance represents a 9.1% increase in spending and a 0.3% increase in budget share. The Town has been able to negotiate changes to health plans over the past few years to help reduce cost, moving to a 75% Town, 25% employee cost sharing. This year premiums are projected to increase by 12.8%, which affects both the Town budget, and the School Department budget.

Even if the funding was available to do so, the Finance Committee and Town Administration have expressed reluctance to add new positions to departments until the issue of future liability to the Town for both retirement and other post-employment health benefits (OPEB) are adequately addressed. In the meantime, where it is possible to consolidate current positions to better meet the needs of the Town, such changes have been proposed. For example, consolidating a part time administrative position and a contracted consultant into one full-time position in the Conservation Commission office and adding hours to existing positions in Information Technology department and in the Assessors’ office to meet increased workloads.

Debt Service has 14% budget share, up a quarter percent with a 6.6%, or \$298,911 increase, the main reason being the new Middle/High School, as well as existing debt from the Primary School, Public Safety Building, and Library. We are still several years out from seeing these projects paid down. The Capital Planning Committee has recommended funding 12 items at \$780,975; this budget funds 10 items at \$619,475. There is no request or recommendation to borrow money to fund the remaining items.



There is however a warrant article to see if the Town is willing to fund the Pavement Management Plan through a debt exclusion. This will not impact the budget in FY17 but if approved would increase the debt service starting in FY18. The Finance Committee will make its recommendation on this article at Town Meeting.

Because Retirement, Health Insurance and Debt Service are taking up more of the budget, general spending for the School Department, Public Safety, and the DPW are seeing decreases in budget share.

The Police and Fire Chiefs continue to express a need for additional staffing to meet an ever more demanding work load, but the requests have not been accommodated in this budget. Regional Dispatch will be adding another community which will reduce Lunenburg's assessment and free up \$7,000 to increase weekend coverage at the Public Safety Building.

The School Committee budget request is only \$21,072 greater than the amount in the budget presented here, which assumes the Governor's recommended budget for Chapter 70 funding makes it through the final version of the Commonwealth's budget. The additional Chapter 70 funding reduced the target gap by \$291,523.

In summary, the budget presented addresses at least current service levels with little room to discuss priorities beyond nondiscretionary items. The Finance Committee will continue to assure the budget addresses the priorities of the Town of Lunenburg as we understand them. We congratulate the Town administration's work to maintain the AA+ bond rating which allows the Town to borrow at competitive rates, saving taxpayers significant funds over time. We thank all of the town employees for their continued service, and are grateful for the continued cooperation of the Town Manager, Finance Director, and each department head to ensure that every question is answered.

**Mark Erickson, Chair**

**Terri Burchfield, Vice Chair**

**John Henshaw, Secretary**

**Karin Menard, Member**

**Jay Simeone, Member**

## **HISTORICAL COMMISSION**

The Historical Commission has been involved with the following activities: Richard McGrath and Cullen Dwyer are busy members of the new Architectural Preservation District Commission and they along with other APDC members have been busy finishing the Design Standards of the APDC bylaw. Richard McGrath is also our point person for demolitions requested through the Building Department. He and the Historical Commission have handled the requests for seven demolitions in the past year.

We continue with our ***Historically Speaking*** news articles in the Lunenburg Ledger over the past year, which are written by our members.

Rebecca Lantry is working with Lunenburg Boy Scout Troop 1728 to accomplish an Eagle Scout project designed around completing our Historic Town marker project for the Town Center.

Commission Members:

Rebecca Lantry, Chairperson

Cullen Dwyer

Lois Lewis

Richard McGrath

1 vacancy

## **INFORMATION TECHNOLOGY**

The primary mission of the Information Technology Department is to increase efficiency through the use of technology. The IT Department enables all other town departments and schools to communicate and collaborate, manage daily tasks, organize, store, and share information, and generally conduct Town business more effectively. We also provide the necessary infrastructure, equipment, software, and expertise to comply with current regulations and methodology when interacting with outside agencies and organizations.

The Information Technology staff for the Town has remained constant this year, but we have added a new full time IT position for the Schools. Following is an overview of our current IT staff:

Steve Malandrinos – Information Technology Director

- Hired in December, 2012

Previously an engineer at Cisco Systems, IT Director for the Town of Belchertown, MA and Belchertown Public Schools

Daniel Nadareski – Network Administrator

- Retired police officer from the Albany, NY police force with over 24 years on the job

Prior experience includes computer crime and forensics, network administration, video security system administration, and IP phone system administration

Jordan Pochini – Tech Support Specialist

- Recently graduated from Fitchburg State University with a degree in Computer Science

Prior experience includes both individual contributor and management roles in retail environments

Nicholas Scoggins – School Technology Coordinator

- Received Associate and Bachelor of Science degrees from ITT Technical Institute

Served 5 years as Security System Administrator at Greater Lawrence Technical School

Along with serving as helpdesk for all users' daily technology issues and the usual maintenance and scheduled replacement of the town's and schools' technology assets, the IT Department has been involved with several high impact projects throughout the past fiscal year. The following examples are among the more noteworthy improvements that IT has implemented.

An entirely new backup and disaster recovery solution was implemented at Town Hall, the DPW, and the Ritter Memorial Building. Backups are a low visibility, high impact area of IT. They're never needed until they are, and then they are absolutely critical to the stability of the organization.

A large portion of the Technology department's time this past year was dedicated to the transition from the previous Lunenburg High School to the new Lunenburg Middle-High School. Much of our critical infrastructure was centralized at the old building, requiring detailed planning and work over many nights and weekends to maintain the services on which our school faculty and staff depend to do their jobs. We also spent much of the summer building, configuring, and bringing online the many new systems that are currently serving our students, faculty and staff.

We continue to strive to leverage limited resources to improve efficiency wherever possible. I am very happy to continue in this role, and I could not be more pleased with the level of skill, hard work and dedication of my staff, Daniel and Jordan. I know that because of them we will continue to improve the technology landscape in Lunenburg while maintaining the positive reputation we have strived for over the past several years.

Steve Malandrinos, IT Director

## **LUNENBURG PUBLIC LIBRARY**

The library has had a really good year! In fact I think the Lunenburg library is just AWESOME!!! During the year we welcomed Heather Buiwit as our new Digital Services Librarian. Heather handles all things E (e-books, e-reference tools, e-audio, e-book training, etc.) as well as assisting me with the library's technology (Wi-Fi, trouble shooting computer issues, documenting technical practices). Heather is also helping out with marketing the library. She recently created a new Facebook page for us and is the moderator and content provider for the page. Jocelyn Lacroix, our new Library Page arrived last fall and has acclimated quite well.

The Board of Trustees has remained the same this past year although changes are due with this next election cycle. This year the Trustees have focused heavily on updating our library policies and a few building projects. I wish to thank them personally for all their support and guidance.

The library building has had a relatively quiet year. Our new burner has given us wonderful even AND consistent heat throughout the building. The new building management system has enabled the DPW to get ahead of any critical events – as it notifies them when it something isn't working properly. This year we had the two quiet study rooms and the story craft room painted and they look great. Our thanks to the Friends organization for funding the painting projects. The Green Community Task Force accepted our grant proposal for the migration of interior lights for the library and the project should be completed by the end of March 2017. We are hoping this gives us better and less costly lighting. The library invested in new tables for the Community Hall and the Story Craft Room. We also added additional security cameras.

The library has increased the number of programs we provide including a series of exhibits of local artists' work and a monthly series called *Friday Food & Flicks* where we provide the movie and attendees bring their favorite recipes based on a specific theme like soup, casseroles, appetizers and desserts. We have added a new and enlarged continuous book sale so people can come and browse a large selection of adult fiction and non-fiction to purchase with the proceeds going to the Friends group. We will of course continue with the Friends much loved June & October book & bake sales.

The library has been focused heavily on improving our collections over the last year. In the main library we have added (and will continue to add) e-books that can only be borrowed by holders of a Lunenburg library card so you can borrow that bestseller a bit quicker than before. We now subscribe to digital versions of all the local newspapers that residents can access online (see our website). We began a very large project of overhauling the entire nonfiction collection. Hopefully this will be completed by this summer.

The library is becoming the community center it was meant to be. We are partnering with many local organizations and providing a venue for them to connect with Lunenburg residents including Community Health Connections, Lunenburg Historical Society, Boy Scouts, GiftMart, Freedom's Way, Eagle House/Senior Center and many more.

### ***FROM THE CHILDREN'S ROOM***

The Children's Room is just bursting with all types of activities. We have reached out and are partnering with three different schools to provide story times for children once a week. The Children's Room now hosts a series called *STEM Saturdays*; the program has activities to nurture an interest in science, technology engineering, and math. Our LEGO programs continue to challenge boys and girls alike. The Children's Room began selling "book bundles" – 3 books on the same theme (each bundle is \$1) and it has become a great hit. The money goes to the Friends organization which enables us to buy special things like a new dollhouse and a new CD player.

The Children's Room has continued its project of renewing and expanding the collection. We have added a new JJ (birth to 8) non-fiction collection. This collection of material supports children's quest and enthusiasm for learning by providing a viable, up-to-date collection of books and media. These items will inform children about current issues (i.e. climate changes and global warming, best practices for supporting a healthy planet, current events, etc.) as well as history, science, art. A new *Chapter Book* area has been created to highlight this material and make it easier to locate for those burgeoning readers

Two new computers were added to the Children's Room to accommodate the increased number of children coming in. We now provide access to ABCMouse.org, an amazing website that creates a unique, fun learning environment that the children LOVE! We have added a homework survival kit and an online version of World Book.

Our future programming must encompass a broad spectrum of interests and ages. Our goal is to continue age/developmentally appropriate programs for preschool age children, as well as develop programming for school age children and families. The Children's Room will continue to provide quality, well-vetted resources and games using today's technology as well as the time-tested models such as a parent, a cozy chair, and a great book!

#### *FROM THE TEEN ROOM:*

In 2015 we began examining the young adult collection, focusing on the manga section. We continued this effort in 2016, focusing on the graphic novels, non-fiction, and classics sections. Each section was reviewed to make sure that titles were in good shape, contain accurate information, and have strong teen appeal. In an effort to make browsing easier, the biographies were separated out of the non-fiction section and made into their own collection. A freestanding spinning rack was also introduced. The spinner houses the newly created romance, inspirational fiction, and teen CD collections.

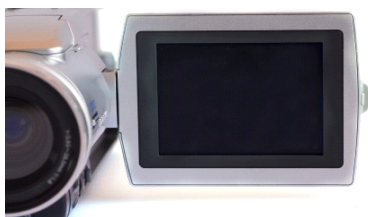
One of our primary goals is to provide access to materials in as many varied formats as possible. To that effect, much to the delight of the teens, anime DVDs were introduced. While this is still a fledgling collection, it fills a much remarked up gap in the collection and has been met with a very positive response.

The gaming center was expanded to include not just video games but board games as well. The board game collection targets all ages not just teens. It houses two player games, family friendly games, and party games in a mix of classic and contemporary styles. A monthly teen board game night was created to introduce teens to new games and allow fellow gamers a chance to connect.

We will continue to update the teen room, introducing new materials, programs, and technology as we strive to make the teen room the best, most responsive space it can be.

Martha Moore

Library Director



## **Public Access Cable Committee (PACC)**

Steve Walker, Chair

Faith Beall, Vice Chair

Jeff Bajko, Secretary

The Lunenburg Public Access Cable Committee (PACC) is responsible for the long-term plan to manage the Public Access Channels available to the Lunenburg community through Comcast, the town's only cable-service provider.

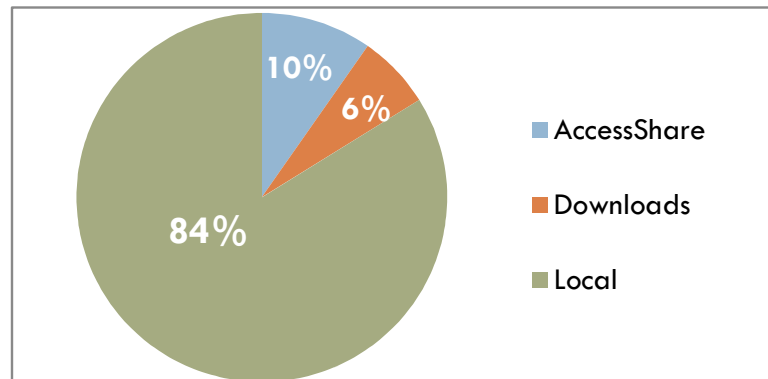
The overall strategy includes providing and improving equipment to acquire, record, broadcast and re-broadcast programming from both town functions and meetings, as well as programming from publicly available sources.

## **Programming**

### **CH9 - Public**

Public Access Cable (PAC) produced 84% of the local programming on Ch9 in FY16, up from 80% in FY15. This included high school sports, band concerts and local events, just to name a few. The remaining 16% of programming was obtained through other media sources and online downloads.

## Channel 9 – Public Channel



Several categories of local programming were provided on Ch9, among the top were LHS Sports (42%), Informational (24%) and Entertainment (18%).

All locally produced programming is also accessible on the Public Access YouTube Channel

<http://www.youtube.com/LunenburgAccess>

and Facebook <https://www.facebook.com/Lunenburg-Public-Access-Cable>

## CH8 - Government

All content on the Government Channel (Ch8) is locally produced. In addition to several live weekly municipal meetings and re-broadcasts, other examples include committee/department PSAs.

All recorded Government meetings are accessible on the Public Access YouTube channel.

<http://www.youtube.com/LunenburgAccess>

Town departments are encouraged to take advantage of PAC to improve town government to community information flow.

## Studio and Equipment Upgrades

PAC has had studio space in the TC Passios school since 2013.

We encourage the public to take advantage of the facilities and equipment offered.

The strategy for the PAC studio in the upcoming Fiscal years includes acquiring new studio space to provide a better environment for producing programming. Part of the plan is to purchase more cameras and equipment for loan to increase public participation in creating content. We would like to increase visibility to the public to encourage more loaning of equipment, studio usage and submitting of videos from the public.

The Town Hall, which houses the broadcast video server/playback system, and acts as a control room for live meeting broadcasts, received a much needed upgrade of equipment in FY16. A new HD video server/playback system, CASTUS, was installed in the Spring of 2016. This new server allows for easier recording of meetings, remote LIVE broadcasts, and remote bulletin and scheduling capabilities. This upgrade allowed PAC to provide higher quality broadcasts and help to prepare the station for HD broadcasts when Comcast makes it available.

*This equipment upgrade accounted for 31.69% of the FY16 expenses.*

## **Staff, Producers and Volunteers**

In FY16, there was one full-time Program Coordinator employee and four part-time workers, classified as Vendors (Line Item: “Purchase of Services”). The Program Coordinator managed the day to day operation of the organization, including all production and programming schedules, equipment and services procurement, studio and inventory administration, advertising, and social media. Vendors provided video recording of committee meetings and additional video assignments, as needed.

Of the 84% of locally produced shows on Ch9, most were produced by public access staff. Our Producer, Pete Lincoln of Talkin’ Baseball, continued to create new programs for airing on Ch9 through FY16.

There were no volunteer assignments in FY16, although there is an ongoing campaign to obtain volunteers to help with production, as well as producers to create content.



*Manpower (Salaries, Purchase of Services, Consultant (videographer)) accounted for 52.69% of the FY16 expenses.*

## **Financials**

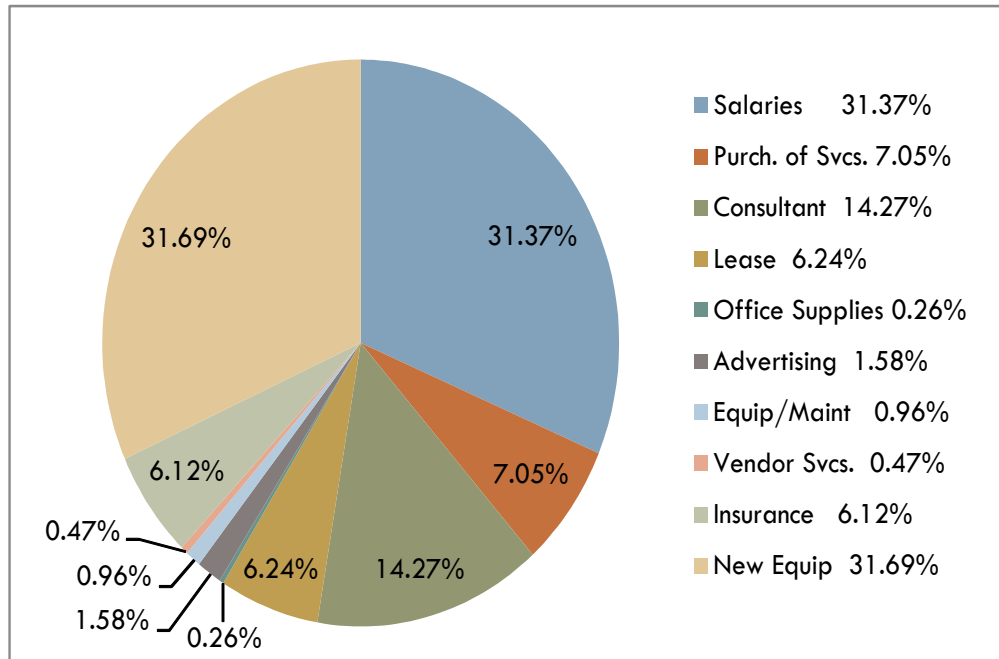
PAC received all of its income from Comcast in quarterly payments (August, November, February and May). The overall payments received for FY16 were \$100,431.72. These payments were used for the operating budget and for some capital costs.

The starting balance for PAC in FY16 was \$265,970.11 and was used within the following line items:

### **FY16 LINE ITEM EXPENSES**

Line Item	Amount
Salaries	\$30,162.59
Purchase of Services	\$6,783.74
Consultant	\$13,720.00
Lease	\$6,000.00
Office Supplies	\$247.45
Advertising	\$1,515.00
Equip/Maintenance	\$927.51
Insurance	\$5,880.84
New Equip	\$30,479.00
Vendor Expenses	\$450.00
TOTAL	\$96,166.13

## FY16 EXPENSES BY PERCENTAGES



The total Revenue collected from Comcast and other sources in FY16 was \$100,431.72 Total Expenses came to \$96,166.13

## FY16 REVENUE vs EXPENSES

Starting Balance	\$265,970.11
Revenue	\$100,431.72
Subtotal	\$366,401.83
Expenses	\$96,166.13
Ending Balance	\$270,235.70

## **SENIOR PROPERTY TAX WORK-OFF PROGRAM**

**Est. 1998**

**CALENDAR YEAR JANUARY 1, 2016 – NOVEMBER 1, 2016**

The Property Tax Work-Off Committee is a 5 member committee appointed by the Board of Selectmen.

The Lunenburg Property Tax Work-Off Program offers income eligible senior citizens age 60+ an opportunity to receive up to \$1,000 off of their property tax bill in the calendar year rather than the fiscal year. Participants worked in various town departments to earn the tax abatement doing general office duties, custodial, library shelving, and kitchen assistance.

For each hour worked a person received \$10 and worked up to 100 hours between January 1, 2016 and November 1, 2016 to receive the abatement. Any hours worked beyond that were considered volunteer hours. There were eleven Lunenburg residents who participated between January 1, 2016 and November 1, 2016. These individuals, as a whole, accumulated 837.25 hours towards their abatements.

Eligibility Requirements:

- Applicants must be 60 years of age or older
- Own and occupy a home in Lunenburg as their primary residence for at least one year
- Receive a property tax bill in their name or their spouse's name who is also 60 years of age or older
- Meet the income guidelines of : One person household - \$40,000 / Two person household - \$60,000
- All new applicants are required to have a CORI background check and must re- apply and be accepted annually for participation in the program.

Earnings are exempt from state taxes only. Earnings are subject to Federal and FICA tax withholdings and are also subject to OBRA (Omnibus Budget Reconciliation Act of 1990, otherwise known as MA Deferred Compensation), if participants are not receiving a pension from either Worcester Regional Retirement or Massachusetts State Teachers Retirement.

Departments who participated between January 1 - November 1, 2016:

Board of Selectmen  
Facilities and Grounds  
Board of Health  
Building Department  
Council on Aging  
DPW/Sewer Departments  
Fire Department  
Public Library  
School Department

## **SEWER COMMISSION**

The five member Sewer Commission was originally established at the Special Town Meeting on May 6, 2006. At the first Sewer Commission meeting after the May 2015 Town election (5/26/15) when the Commission elects the officers for the new fiscal year, Carl Luck was elected to remain as Chairman, Mike Nault to serve as Vice-Chair and Troy Daniels to serve as Clerk. Sue Bunish was elected to the Commission by ballot in the May 2015 election, however neither Dave MacDonald nor Butch Bilotta sought re-election, leaving one vacancy on the 5-member Commission. On July 7, 2015 John Reynolds was appointed to the Commission to serve a one-year term by a joint meeting of the Board of Selectmen and the Sewer Commission. The Sewer Commission bears the responsibility of overseeing the Town's sewer system, planning for the future, and developing and implementing rules, regulations and policies. The Department of Public Works manages and maintains the operational side of the system. Under the Town's Charter, responsibility for the day-to-day operation, care and maintenance of the sanitary sewers are under the supervision of the Town Manager. The Town of Lunenburg does not operate a sewer treatment plant. Approximately 83% of Lunenburg sewer is discharged to the City of Leominster and the other 17% is discharged to the City of Fitchburg.

There are currently 846 properties connected to the Lunenburg system and another 393 that have access to Town Sewer but are not yet connected. During FY16, 37 new accounts connected to Town Sewer. The Commission billed out \$734,145 in quarterly sewer bills, and had \$63,086.97 of prior year delinquencies added to the owners' property tax bills for non-payment. Three properties with access to the original sewer installation were assessed privilege fees that had not originally been assessed betterments. Privilege fees help to pay down the debt owed by the Town on the original sewer project.

At the May 2015 Town meeting the Commission had gone before the townspeople to request an additional appropriation of \$300,000 for the addition of Pleasant View Ave into the SRF project. It was approved and in June 2015, the engineers at Wright Pierce began the engineering and design to install sewers in the Pleasant View Ave. in concert with the SRF project, providing great cost saving by having the same construction firm, CJP & Sons Construction, complete the installation while their equipment was still in town. On July 15, 2015 construction to install sewers for the SRF Sewer Project began in the Pratt Street and Lakeview Avenue areas. Work on the sewer installation continued throughout FY16. In the fall of 2015, Wright Pierce again assisted the Town by helping the Town obtain a DEP grant of \$30,000 for the inspection and evaluation of over 300 man-holes to determine causes of Inflow/Infiltration (I/I). Wright Pierce began the project in February 2016 and completed the inspections and analysis in the spring 2016. The Commission will use their evaluation and recommendations to alleviate Inflow/Infiltration going into FY17.

In February 2016, the Commission approved revisions of the Sewer Extension Regulation, thanks in large part to the hard work of Troy Daniels. The Commission was grateful to Troy in his work to help protect the Town by putting forward a complete and comprehensive Regulation. The Commission continued to work hard on the Grease Trap Regulation to make it a workable document that can be easily followed by all Food Service Establishments (FSE) that have internal or external grease interceptors. The Commission held two public hearings to get input for those restaurants and well as the townspeople. As of May 2016, the regulation was approved, and a new fee structure and requirements for annual permits, compliance and reporting was instituted. Lunenburg has 18 food service establishments with grease traps and interceptors. This regulation will continue to be strongly enforced as Fats, Oils and Grease (FOG) can negatively affect the smooth operation and maintenance costs of the sewer system. While the Grease Trap Regulation focuses on commercial and public disposal, individual home owners can also contribute a significant amount of grease into the system which increases everyone's costs. Whether on sewer or septic, grease should not be put down the drain.

In August 2013, the Sewer Commission began contracting with Small Water Systems Services of Littleton (SWSS) for the Operations and Management of the 10 pumping stations and sewer infrastructure. The Sewer Commission has been very satisfied with the personnel, the work and the arrangement with SWSS, renewing the contract for two successive years.

In April 2016, anticipating the end of the three-year renewable contract, the Sewer Commission put the maintenance of the sewer system out to bid. Small Water was awarded the bid and we are happy to continue this great partnership for 3 more years. The new contract, effective 7/1/16, was expanded to include the generators in each pump station and quarterly meter readings for manual and irrigation accounts.

At the May 2016 Town Meeting, the Commission put forward 5 articles, 3 of which related to the budget and stabilization funds. For the standard budget article to appropriate funds for FY17, \$69,775.27 was transferred from Retained Earnings to cover both general expenses and debt service on the betterments. The goal of the Sewer Commission is to maintain a balanced budget going forward and to build up the Retained Earnings so that it may be used for major capital projects to maintain and improve the operating efficiency of the system. The fourth article updated the Sewer Bylaw to mandate the holding of 2 public hearings to ensure public participation in regulation changes. The fifth article was to present the updated Comprehensive Wastewater Management Plan (CWMP) for acceptance. The CWMP needed updating since the original master plan was put into place in 2010. Wright Pierce had completed the original evaluation and plan and worked with the Commission to update the CWMP. This master plan is a great source to the Town for checking compliance and future planning.

The Commission would like to thank Troy Daniels, who resigned from the Commission January 14, 2016 and Mike Nault, who did not seek re-election in May 2016; also Sue Bunish who resigned from the Sewer Commission in July 2016 citing personal reasons, for all their hard work and dedication. In the May 2016 town election John Reynolds was elected to a 3 year term. With the resulting vacancies, two openings were filled by appointment in July 2016 when the Commission welcomed Joseph Anderson and Joan Pease. Richard St. Cyr was appointed in October 2016 and we thank them all for their willingness to serve on the Commission. Bob Ebersole continues to serve as the Board of Selectmen liaison and the Commission is grateful for his knowledge and counsel. Jay Simeone, a past member of the Sewer Commission, serves as the Finance Committee liaison to blend his experience on the Commission with its financial planning and we thank him for his participation. The Commission would also like to thank Jack Rodriquez, DPW Director, for the seamless and smooth operation of the Sewer Division of the DPW and Jim Breault (DPW-Facilities) who whenever called upon, provides his expertise and service to the Sewer Division. They would also like to acknowledge and thank the Lunenburg Water District for their partnership and good working relationship with the DPW and especially with Business Manager, Barb Lefebvre, in providing valuable assistance with meter readings, ownership changes, and status updates.

Current Commission as of report submittal (Feb 2017):

Carl Luck, Chair

John Reynolds, Vice Chair

Joe Anderson, Clerk

Joan Pease, Member

Richard St. Cyr, Member

## **VETERANS SERVICES**

The Veterans Agent is available for assistance to Lunenburg veterans and family on Tuesday evenings from 4:30 – 6:30 P.M. on the second floor of the Eagle House Senior Center, located at 25 Memorial Drive. Service is provided on an as-needed basis for all Veteran Administration and State and Federal- related issues.

The Veteran's Agent provides a variety of services:

- Answering VA-related inquiries such as eligibility for benefits/services and where to obtain them
- Assistance in filling out forms for services for veterans and family members
- Applications for disability services and benefits
- Annuity verification for 100% disabled veterans
- Medical services applications
- Assistance in getting military discharges and upgrades of the same, if needed
- Assistance in acquiring burial plots in the state veterans cemetery
- Referral to veteran housing programs
- Referral to veteran employment services
- Provide information on veterans home loan program
- Provide veterans identification cards
- Provide information on tax abatements
- All other veteran-related issues and services

This office averages 1-3 office visits per week and handles an average of 4+ phone calls and messages per week. During 2016, twelve veterans and family members were assisted with financial benefits from M.G.L. c. 115, Veterans' Benefits.

Respectfully submitted,

T.J. Blauser  
Veterans Agent

## ***PROTECTION OF PERSONS & PROPERTY***

## **BOARD OF HEALTH**

The Board of Health Office is located in the old Ritter Library building on the corner of Mass. Ave and Leominster Road. Our office is on the upper level at the end of the hall on the right. We can be reached at 978-345-4146, extension 430.

The Board of Health, with the assistance of its agent, the Nashoba Associated Boards of Health, continued its mission to maintain its focus on public health and safety issues during 2016, reviewing Title V Inspection Reports, building permits, septic and well permits, nuisance investigations, housing inspections, complaints and general public health related issues.

This past year has seen the reinstatement of the Septic System Repair Program which helps low to moderate income families replace failed septic systems or connect to public sewer. Anyone interested in finding out more about this program can contact the Board of Health office.

Homeland Security planning is ongoing. Meetings continue between our agents, other town Departments and regional entities to develop a plan for not only Lunenburg but with our partner towns in our region.

This year, we processed applications for Septic Permit Lot Tests, permits for new construction, new wells, repairs or upgrades to septic systems and well permits. The Board continues its vigilance with regard to septic systems, wells, food service inspections, housing and nuisance complaints and its general mandate to protect the environment and groundwater of the Commonwealth.

The Board of Health provides numerous other services in cooperation with our Health Agents, the Nashoba Associated Boards of Health. In addition to our environmental services, numerous clinics are provided throughout the year to our residents. These clinics provide inoculations, blood pressure screenings, Well Elderly Clinics and dental screening. fluoride treatment and dental checks of our youngsters in the school system are provided by the Nashoba dental staff.

The Town of Lunenburg participates in the Central Mass. Mosquito Control Project. Mosquito Control monitors the mosquito population in Lunenburg and advises of any potential diseases such as EEE and West Nile Virus and sprays frequently to control the population during the warmer times of the year.. Residents who want to have their property sprayed can do so by emailing to: [cmmcp@cmmcp.org](mailto:cmmcp@cmmcp.org), calling (508) 393-3055, or completing a request on their webpage at: <http://www.cmmcp.org>, or calling the Board of Health office.

With our Nashoba Nursing and Hospice partners we provide in home visits to ill residents recovering from illness and Hospice care and counseling to those in need of this service.

Please contact our office in the Ritter Building for more information.

Please remember that our board members volunteer their time and efforts on behalf of you, the citizens of Lunenburg. If you have something that you think we can help you with, we are at your service.





## **NASHOBA ASSOCIATED BOARDS OF HEALTH**

Nashoba Associated Boards of Health continues to serve the local Board of Health in meeting the challenges of environmental and public health needs in Lunenburg. In addition to the day to day public health work conducted for Lunenburg we also provide the following services.

Maintaining Nashoba's internet website to provide information for the public. (See *nashoba.org*),

Response to health related impacts of beavers through coordination with the local Board of Health in the issuance of the necessary permits,

Response to state mandated changes in regulations requiring more frequent beach sampling through sample collection, submittal for analysis, and follow-up when results were obtained,

We look forward to continuing our work with Lunenburg's Board of Health. Included in the day-to-day work of Nashoba in 2016 were the follow-ing:

Through membership in the Association, Lunenburg benefited from the services of Nashoba staff including: registered sanitarians, certified health officers, registered nurses, nutritionists, registered physical & occupational therapists, licensed social workers, certified home health aides, and registered dental hygienists

Provided health education programs in collaboration with the Lunenburg Council on Aging

Collaborated with Montachusett Home Care around elders at risk and other safety issues

Reviewed 105 Title 5 state mandated private septic system inspections for the Lunenburg Board of Health. Received, reviewed and filed these state mandated (but unfunded) Title 5 inspections; corresponded with inspectors regarding deficiencies; referred deficient inspections to Lunenburg Board of Health for enforcement action

By the Lunenburg Board of Health's continued participation in the Association you can shape your future local public health programs and share in the benefits of quality service at a reason-able cost!

### **Environmental Health Department**

#### **Environmental Information Responses**

**Lunenburg Office (days).....97**

The Nashoba sanitarian is generally scheduled to be available for the public twice a week on Monday and Wednesday mornings at the Lunenburg Board of Health Office. Other meetings occur informally. *This does not reflect the daily calls handled by the three Nashoba secretaries during daily business hours.*

#### **Food Service Licenses & Inspections.....33**

Nashoba annually mails out and receives application from both restaurants and retail food businesses. Licenses are renewed for existing facilities. Plans are submitted and reviewed prior to initial licensing. Most licensees are inspected at a minimum twice a year. Where deficiencies are found, a re-inspection is scheduled to insure compliance. When a complaint from the public is received an inspection is also

conducted. During this inspection health factors of food handlers is also investigated, and where appropriate medical consultation and laboratory testing may be required.

**Beach/Camp Inspections..... 21**

Camps are inspected at least annually at opening for compliance with State Sanitary Code, Chapter IV, 105 CMR 430.00. Public swimming beaches are sampled for water quality every week during the summer and more often if a problem is suspected.

**Housing & Nuisance Investigations.....24**

Nashoba, as agent for the local Board of Health, inspects dwellings for conformance with State Sanitary Code, 105 CMR 410.00, issues orders for correction, and re-inspect for compliance. Similarly, complaints from residents concerning unsanitary conditions or pollution events are investigated.

**Septic System Test Applications.....51**

Applications from residents proposing to build or upgrade a septic system are accepted, a file created, and testing dates are coordinated with the applicants engineer.

**Septic System Lot Tests.....127**

Nashoba sanitarian witnesses soil evaluations, deep hole tests, and, usually on a separate date, percolation tests conducted by the applicant's engineer which serve as the basis of the design of the septic system.

**Septic System Plan Applications.....72**

Detailed plans created by engineers hired by residents proposing to build or upgrade a septic system are received, filed, and routed to the Nashoba sanitarian for review.

**Septic System Plan Reviews .....110**

Engineered plans are reviewed according to state code, Title 5, and local Board of Health regulations and review forms are created and sent to engineer for revision. Subsequent re-submittals by the engineer are also reviewed.

**Septic System Permit Applications (new lots).....40**

**Septic System Permit Applications (upgrades)..... 32**

Applicants' approved plan submittals and Board of Health requirements are incorporated into a permit to construct the septic system.

**Septic System Construction Inspections.....**

Nashoba Sanitarian is called to construction site at various phases of construction to witness & verify that system is built according to plans.

**Septic System Consultations.....16**

During all phases of application, design, and construction, the Nashoba Sanitarian is called upon for legal details and interpretation.

**Well Permits.....22**

**Water Quality/Well Consultations.....69**

Private wells are regulated solely by local Board of Health regulations, The Nashoba Sanitarian assist the Board of Health by reviewing well plans, securing well water samples, and interpreting water quality test results.

**Nashoba Nursing Service & Hospice**

**Home Health**

**Nursing Visits.....782**

Nashoba's certified home health registered nurses visits provide skilled services to patients in their home under physician's orders. These services include assessment of physical, psychological, and nutritional needs. Skills include teaching/supervision of medications, wound care, ostomy care, IV therapy on a 24 hour basis, catheter care, case management and referral to other services as needed.

**Home Health Aide Visits.....299**

Nashoba's certified home care aides provide assistance with daily activities of daily living including bathing, dressing, exercises and meal preparation.

**Rehabilitative Therapy Visits.....403**

Nashoba's therapists provide skilled physical, occupational, speech, and dietary therapeutic interventions through assessment, treatment and education. Their integration of client, caregiver, and medical outcomes aims at attaining maximum functional dependence.

**Medical Social Service Visits.....7**

Nashoba's social workers provide short-term assistance to patients at home for counseling and referral to community resources.

**Hospice Volunteer and Spiritual Care Visits.....9**

Nashoba's volunteers and clergy provide patients with emotional and spiritual support, companionship and guidance.

**Community Health Nursing**

Nashoba's community health nursing program provides an essential public health service to its member communities guided by the American Nurses Association (ANA) 16 Standards of Public Nursing Practice.

Our staff serves as a resource to the community, addressing questions and concerns from the public on a variety of health and safety issues (immunizations, head lice, chronic disease management, safe drug/sharps disposal etc.) in a variety of ways.

- We conduct regular well-being clinics for health assessment, screenings and education to all, especially the underserved and at-risk populations.
- We report and investigate communicable diseases to formulate and implement control guidelines and strategies that protect the health of individual and the community at large (mandated by the Massachusetts Department of Public Health).
- We make well-being visits to assess needs, coordinate appropriate care and services and provide case management as needed (health promotion).
- We provide public health education.
- We address psych-social issues that may impact general health and safety (i.e. hoarding).
- We are available to collaborate with all municipal staff to address public health nursing questions, work closely with Councils on Aging to assist elders in the communities and are available for consultation with school nurses caring for children and families. The nursing staff also works with the Sanitarian for your community, as needed, to address issues of unhealthy living conditions.

Listed below is summary of the activities of the Community Health Nursing program.

Nashoba conducted 10 clinics and those clinics offered your citizens: blood pressure screening, annual sugar and eye screenings, flu shots and an opportunity to consult with the nurse to address questions.

Our staff conducted 24 health promotion/well-being/social worker visits in your communities.

We administered 55 flu shots through our annual clinics.

Nashoba reviewed, investigated and reported on the following cases of communicable diseases from your community. Though the daily reporting and investigating work is not always visible it is vital to protect the public from the spread of disease.

Investigated	53
Confirmed	19

Communicable Disease Number of Cases

Anaplasmosis	1
Calivirus/Norovirus	1
Campylobacter	1
Hepatitis C	3
Influenza	9
Strep Pneumoniae	1
Salmonella	2
Yersiniosis	1

**Dental Health Department**

**Examination, Cleaning & Fluoride - Grades K, 2 & 4**

Nashoba's registered dental hygienists, operating out of the school nurse's office and records, provide these services to those children whose parents have given written consent.

Students Eligible.....	375
Students Participating.....	206
Referred to Dentist.....	27

**Instruction - Grades K, 1 & 5**

Nashoba's registered dental hygienists also provide classroom instruction of cleaning and maintaining health teeth to all children in these grades.

Number of Programs.....	10
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# TOWN OF LUNENBURG, MASSACHUSETTS

## FIRE DEPARTMENT

### CHIEF

Patrick A. Sullivan  
TEL: (978) 582-4155  
FAX: (978) 582-4033



655 Massachusetts Ave  
Lunenburg, MA 01462

***The Firefighters and Emergency Medical Technicians of the Lunenburg Fire Department are dedicated to providing the highest quality, most cost effective fire and emergency medical services to the citizens of the Town of Lunenburg.***

In 2016 your Fire Department responded to 1986 calls for service, broken down as follows:

Fires & Hazardous Conditions	475	Emergency Medical	965
Inspections	508	Other	38

Fire Department staffing today is five Career and forty-fourty-five On Call Firefighters and Emergency Medical Technicians. The station is manned seven days per week, but only from 6:00 a.m. - 6:00 p.m. During those hours the station is manned with two-three Firefighter/Emergency Medical Technicians, plus the Chief of Department and EMS Coordinator weekdays. This coverage is a combination of full-time personnel in conjunction with 72 hours per week of per diem coverage. The per diem coverage is provided by our Call Firefighter/EMT's manning the station at their hourly call rate.

At night however, the station is unmanned and all of our personnel respond from home on an "on call" basis. This adds several minutes or more to our response time as personnel must respond to the station, pick up the appropriate equipment and then respond the call.

It should be noted that except for the addition of forty-eight hours of per diem coverage on Saturday and Sunday (2 per diem Firefighter/EMTs from 6:00 a.m. - 6:00 p.m. each day), our staffing model has remained unchanged for over fifteen years. In this same time period we have seen an almost 48% increase in the call volume that we respond to.

Our call volume in 2016 matched what we experienced in 2015, which was our busiest year to date. As our community continues to grow I can only anticipate the demand for emergency services to grow along with it. Once again I must state the need for 24 hour staffing in the station. Funding to maintain a minimum of two Firefighter/EMTs or Paramedics in the station 24 hours a day, 7 days a week is critical to maintain the high level of service our townspeople expect. This would allow either the first ambulance or first piece of fire apparatus to respond immediately. Not only would this reduce our response times to critical emergencies, it would also reduce the "wear and tear" on our Call members. This coverage would in no way reduce the need for our On Call personnel; it would only supplement their response and reduce response times.

Recruitment and Retention of our Call Firefighters continues to be one of the greatest challenges for the department and is my main reason to call for more permanent staffing in the station. Make no mistake, our Call personnel do an outstanding job, and their commitment never ceases to amaze me. However, like many Call Departments we suffer from a continual turnover in personnel. Public Safety is a field where training and experience are critical. A new Call Firefighter/EMT must attend over 340 hours of initial training, plus additional time in orientation and field training. Members qualifying to drive fire apparatus must complete an additional 65 hours of classroom and practical training. On average, it takes a new member one and a half to two years to properly complete these requirements. Unfortunately, for a variety of reasons we often do not retain members for more than 5 - 6 years.

As an example, for the period of 2006-2016 we had a total of 52 Call Firefighters and EMTs leave the department. In that same time we have retained 24 members, or barely half that number. In this same time period, only one of the 5 Career Staff left, and that was a retirement. This trend is most obvious when you look at the years of service within the organization. At the end of 2016, 47% of our department has served for 5 years or less, 63% for 10 years or less. Only 29% of the department has 20+ years of service. It should be noted that all of the full-time staff have 20 years or more combined call and career time with the department.

Several of our personnel are members of Regional Technical Rescue units, providing services for Specialized Rescue, as well as Underwater Search and Recovery. They stand ready to respond as needed throughout Northern Worcester County.

2016 was another active year for the Fire Prevention Office, with 508 Inspections, 13 Fire Drills and 16 Public Education initiatives performed. By law we are required to inspect smoke and carbon monoxide detector installations when a home is sold, as well as all new oil burner and propane gas installations. Any business holding a liquor license is also required to be inspected for fire safety issues as well. In addition, all new construction projects must have their plans reviewed for proper fire protection, as well as ongoing inspections during the construction process. Personnel also continue to provide fire safety education to not only children in our schools but adults as well. Other Fire Safety Initiatives undertaken during 2016 include:

- Continuation of a Department of Fire Services Grant in the amount of \$6953 to assist with Fire Safety Education in both the schools and with senior citizens. This grant provides funding for both materials and personnel to bring fire safety education to our most vulnerable populations. Highlights of activity through this grant include:
  - - o Educational programs in basic fire safety in Grades K-3, including use of the Regional Fire Safety Trailer.
    - o
    - o Educational programs in conjunction with the Council on Aging. These included cooking and heating safety, a CPR Demonstration and Ice safety.
- Participation in the Senior Center's "Sand for Seniors" Program. This program provides buckets of walkway sand for senior citizens who were unable to obtain it for themselves in the winter months. In partnership with this program, our Fire Prevention Officer Captain James Ricci delivers the sand to the residents and when possible, inspects their homes for smoke and carbon monoxide detectors. If the resident was lacking detectors, Capt. Ricci is able to install free detectors obtained through the Senior SAFE Grant.
- 
- It should be noted that each year, 50% of fatal fires are found to have nonfunctional or nonexistent smoke detectors.

Several members are also Certified First Aid and CPR Instructors and provide training to both citizens and town employees.

Our department continues to actively pursue grant funding opportunities as they occur, though those opportunities are becoming scarcer.

Our department service truck was replaced in late 2016. This one ton utility truck with plow is a multi-purpose vehicle used for snow removal, trailer towing and moving of equipment to and from emergency scenes.

Apparatus replacement continues to be a concern. Two of our front line units (Engine 4 and Ladder 1) are 21 and 29 years old years old respectively and showing their age through increasing maintenance costs and "out of service" time. The new Engine 1 is handling a higher volume of responses to decrease the wear and tear on Engine 4, hopefully prolonging its lifespan.

Both units have been submitted for replacement on the FY'18 Capital Plan (Engine 4 having been turned down in FY'17) and it is hoped that due consideration will be given for their timely replacement. The high reliability required of front line emergency apparatus becomes increasingly expensive and difficult to maintain as these units reach the end of their life span.

Firefighter Frank Byrne graduated from the Massachusetts Firefighting Academy's Call/Volunteer Training Program. This intensive four month program provides the basic skills firefighters need to operate in today's challenging environments. All newly hired firefighters are required to complete this program within one year of hire.

In conclusion, I would like to thank the members of the Lunenburg Fire Department for their outstanding commitment to the Town. Their enthusiasm, professionalism and dedication continue to impress me every day. I would also like to thank the other department heads, boards and commissions for their continuing help. Most people do not realize the level of interdepartmental cooperation that occurs in the daily course of town business. My thanks also go out to the citizens of Lunenburg for their ongoing support of public safety. It is that support that allows us to continue providing the services you expect from us.

### ***Roster of the Lunenburg Fire Department- 2016***

Patrick A. Sullivan, Chief of Department\*

Peter J. Hyatt, Deputy Chief

James Ricci, Captain/EMT  
Scott Dillon, Lieutenant/EMT-I  
J. Gregory Massak,  
Lieutenant/EMT  
Patrick Hakey, Lieutenant/EMT\*

Rev. Andrew C. Burr, Chaplain

David Augusta, EMT  
Matthew Benoit, FF/EMT  
Richard Bishop, EMT\*  
Benjamin Boudreau, FF/EMT\*  
Jason Boyle, FF/EMT  
Frank Byrne, FF/EMT  
Michael Byrne, FF/AEMT  
Traci Camelo, EMT  
Joseph Cardone, FF/EMT  
Charles Colburn, FF/EMT  
Matthew Cormier, FF/EMT  
Timothy Downey, FF/EMT  
Gregory Dik, FF/EMT\*  
Paul A. Duquette, FF/EMT  
Austin Flagg, FF/EMT\*  
Carl Gamberdella, FF/EMT  
Matthew Glenny, FF/EMT\*

Kenneth Jones, Captain/AEMT\*  
Mark Bursch, Lieutenant/EMT\*  
Shawn McKenna, Lieutenant/EMT

Christos Lekaditis,  
Lieutenant/EMT\*  
Karen Weller, EMS Coordinator\*

Kristen Hirsch, EMT  
Richard Howard, II, Firefighter\*  
Skyler Kozloski, FF/EMT  
Peter Lekaditis, FF/EMT  
Kevin Martin, FF/EMT-I  
Warren Mayhew, FF/Paramedic  
Thomas J. McCormack, Firefighter  
Timothy Paton, Firefighter  
Tyler Pelkey, FF/EMT  
Ian Reynolds, FF/EMT  
James Reynolds, FF/EMT  
Lori Roy, Paramedic\*  
Charles Sampson, EMT  
Jamieson Shea, FF/Paramedic\*  
Kelly Szocik, EMT  
Evan Valliere, Firefighter

\*Indicates member of Regional  
Technical Rescue and/or Dive Team

# Town of Lunenburg, Massachusetts

## POLICE DEPARTMENT

### CHIEF

James P. Marino  
TEL: (978) 582-4150  
FAX: (978) 582-4159



655 Massachusetts Ave.  
Lunenburg, MA 01462

## Lunenburg Police Department

### 2016 Annual Report

*Chief James P. Marino*





### **Administrative**

Chief James P. Marino  
Public Safety Coordinator Linda Carrier  
Lieutenant Michael Luth

### **Patrol Supervisors**

Sergeant Thomas Gammel  
Sergeant Sean Connery  
Sergeant Jack Hebert

### **Detectives**

Detective Sergeant Jeffrey Thibodeau  
Detective (Vacancy)

### **Community Outreach**

Officer Sean Zrate

### **Traffic/ K-9**

Officer Joshua Tocci  
K-9 Jerry

### **Patrol Officers**

Officer Robert Diconza, Officer Joshua Mathieu, Officer Jonathan Broc,  
Officer Brad McNamara, Officer Deven O'Brien

### **Desk**

Officer Lisa Melnicki

### **Reserve Intermittent Officers**

Officer Stan Barney, Officer Donald Letarte, Officer Robert Dacosta, Officer Ben Campbell, Officer Lisa Melnicki, Officer John Morreale, Officer Jacob Lachance, Officer Chad Stateler, Officer Jonathan May, Officer Megan Landry, Officer Zach Levasseur, Officer John Wagner, Officer Kayla Leger.

### **Animal Control**

Director of Animal Control: Kathleen Comeau

### **Appreciations and Felicitations**

Officer Peter W. Lekaditis

Pete Lekaditis started his career in 2009 as a Firefighter and EMT with the Lunenburg Fire Department. In February of 2013 Pete hired on with the Police Department. Pete excelled as a Reserve Intermittent Police Officer; always the consummate professional and demonstrating tremendous enthusiasm for improving the quality of life in our community. In January of 2014 Pete was appointed as a full-time Police Officer. With his background in emergency medicine, Pete was crossed trained as a Combat Medic/Tactical EMT; an important role in current police practices relating to all hazard response, particularly active shooter.

In December of 2016 Pete's career path took him to the City of Boston where he is now employed as a Boston Police Officer. Pete is always the breath of fresh air and will be sorely missed. We are all very proud of Pete and his accomplishments and wish him the very best. Be safe Pete!

## **Citizen's Police Academy**



I would also like to thank and commend the Citizens of Lunenburg who took part in the first annual Citizen's Police Academy. The program was a complete sensation that continues to garner an enormous amount of positive feedback. I am very grateful for the support of the Citizen students who participated and for the generous and unselfish contributions, on the part of the Fitchburg District Court Judiciary, the Deputy Chief of the Fitchburg Police Department, and the Lunenburg Police Officers who volunteered their time, made this program a success. A special thanks to Lieutenant Mike Luth for organizing and facilitating this worthwhile endeavor.

## **Grants**

The Police Department participated in the E.O.P.S. Underage Alcohol Enforcement Grant, the Highway Safety Divisions, Traffic Enforcement Grant, MIIA risk management grant, the Office of Justice Assistance Bullet Proof Vest Partnership Program, and the Department of Justice, Community Oriented Police Services Cops Hiring Program and the Commonwealth Security Trust Fund grant Program.

The Underage Alcohol Enforcement Grant application was prepared by Sergeant Jack Hebert. Enforcement efforts related to the grant included compliance checks, Party Patrol, and shoulder taps. The program has been extremely successful in the past couple of years with bringing awareness to the license holders in our community as well at risk youth. The Traffic enforcement grant, which has been received by the police department for several years, is now prepared by Officer Tocci, of the traffic enforcement division. The activities include, enforcement for alcohol impaired drivers, aggressive driving and seat belt violations. The program is best known as the Click-it or Ticket program. Lieutenant Luth oversees the facilitation of these programs which have consistently met with a great deal of success.

## **State of the Police Department**

The Police Department is in operation 24 hours a day, 7 days a week. The desk is open Monday through Friday from 7:00 AM to 7:00 PM. Emergency, Non-emergency and 911 calls are routed through Nashoba Valley Regional Dispatch District, (NVRDD). For all emergencies, dial 911. For general calls please call (978) 582-4531.

The public is reminded to report any animal-related complaints to the Regional Call Center at (978) 582-4531. For emergencies, dial 911. More information can be found on the Animal Control website at [lunenburgma.gov](http://lunenburgma.gov).

Dogs must be licensed by April 1st annually. Dogs must have a current Rabies certificate to qualify for licensing. This can be done at the Town Clerk's office in Town Hall, 17 Main Street Lunenburg, MA 01462. Unspayed Female/Unaltered Male: \$20 fee. Spayed Female/Altered Male: \$5 fee. Late Fee: \$25.

Patrol Officers were dispatched to 16,682 calls for service this year, investigated 300 motor vehicle accidents, investigated 1405 incidents, conducted 4034 motor vehicle stops, wrote 2714 motor vehicle violations and arrested 490 people.

K-9 Jerry completed 25 weeks of continuous training in January of 2015 and over 75 maintenance training sessions to follow. Since that time the K-9 unit has been called out 90 times, deployed 80 times, and conducted 50 tracks. The K-9 unit has conducted 26 narcotics searches, which resulted in the seizure of 1.039 kilograms of narcotics and 2 handguns, and 4 evidence related searches recovering 2 handguns along with other suspect/victim property.

The Desk officer answered approximately 7000 calls, fielded some 3400 lobby inquiries, wrote 94 incident reports, and 6 field interview reports. This year the day shift desk watch officer was responsible for conducting suicide watch and assisting with the court processing of 112 detainees; either taken into custody overnight or during the day shift. The day shift desk officer processed 131 Firearms Licenses, and registered 13 Sex Offenders. The 3:00 PM to 7:00 PM desk watch officers assisted in the processing of 41 detainees while providing suicide watch and numerous other services.

Calls for service have increased 42.8%. The arrest rate spiked last year with 636. Although that figure dropped to 490 this year, over the past five years the increase in arrests is up 66.1%. In the past five years reportable incidents, those that require an investigation, and/or court complaint, have increased by 66%, and motor vehicle accidents are up by 21.4%.

Overall crime is down slightly with the exception of Group A, crimes against society. In that category weapons violations have increased. In Group B crimes; drunkenness and check fraud have increased. Group A crimes against persons; aggravated assault and sex crimes have also increased. Shoplifting and burglaries have decreased dramatically this year however; larceny, credit card fraud, stolen property, and vandalism have increased in Group A, crimes against property.

Growth plays a major role in all of this data. Historically; calls for service, arrests, incidents and accidents continue to climb. Traffic continues to increase, which too, has a direct effect on all of these categories. The demands for service will continue to rise. As I stated in last year's town report, the police department has been asking for an increase in staff since 1996. To prove that point I provided clips from every town report since that time. I've studied other towns of similar demographics, population, commercial entities, bordering communities and found that calls for service, arrests, and incidents were remarkably higher in Lunenburg, yet those communities employed from five to eight more full-time police officers than Lunenburg. National Law Enforcement standards call for 2 1/2 men per thousand population. That would bring the police department up to 22 full time officers. We presently have 14 including the Police Chief.

The service the public expects has been steadily declining due to inadequate staffing issues over a long period of time. Again, the time to properly investigate crimes, solve problems by engaging the community, or providing a quick emergency response is continually at odds with the demands of growth. The community will eventually see the Police Department as a useless ineffective service that is a drain on their income and their support for the police will decline. This year I am going to request that new growth fund an increase in staffing over the next several years on an incremental basis. I respectfully ask for the public's support for this initiative.

Lunenburg is still a safe place. Despite fiscal challenges, the men and women of the Police Department remain focused and faithful to their mission. I am proud to say, without hesitation, that every Lunenburg

police officer works extremely hard to make Lunenburg safe and secure and provide the best service they can to all citizens who live in town, who visit or who are just passing through.

Thank you again for another year. I am very proud to serve as your Police Chief. I value the support the citizens of Lunenburg have shown the Police Department. I humbly ask for your commitment as I continue seek funding for additional police officers so I can provide a level of service that you deserve and are entitled to.

Respectfully Submitted,

*Chief James P. Marino*

Chief James P. Marino

# ***PLANNING***

## **CAPITAL PLANNING**

Lunenburg's Charter specifically mandates that a Capital Planning Committee prepare a Fiscal Year (FY) Plan and a Capital Improvement Plan. These plans are to be presented to the Town Manager.

As noted in the past reports, the criterion for any capital request includes Mandates, Safety, Need, Crisis, Cost Effectiveness and Ability to Fund. The Committee has to review each request under these six elements. Not only do they have to determine that the request fits within the criteria, but they have to prioritize the level that meets the criteria. Therefore, not all requests are included in the FY Plans, mostly due to funding. The result of the proposed FY Plans provides the needed service for safety and protection of the public, the upkeep to our schools and the management of government.

At the Annual Town Meeting in May 2016, the following items, totaling \$ 619,475, were presented in the FY17 Plan.

<b>Fiscal Year 2017 Capital Plan</b>				
<b>CIP Tracker</b>	<b>Priority</b>	<b>Item</b>	<b>Amount</b>	<b>Cumulative Cost</b>
PD16-12	1	Police Vehicle, Units 207 & 210	\$ 107,000	\$ 107,000
PD16-07	2	Bulletproof Vests, 29 Officers	\$ 17,500	\$ 124,500
LPS16-21	3	THMS, Phone System Replacement	\$ 22,000	\$ 146,500
LPS16-20	4	THMS, Intercom System Replacement	\$ 22,000	\$ 168,500
DPW17-01	5	Townsend Harbor Road Bridge	\$ 15,000	\$ 183,500
DPW16-11	6	Catch Basin Cleaner Attachment	\$ 87,125	\$ 270,625
DPW17-04	7	Mack Dump 6-Wheel, plow & sand	\$ 194,750	\$ 465,375
DPW16-07	8	GMC Dump 350 (1-ton w/plow)	\$ 53,300	\$ 518,675
TECH16-25	9	Town Departments (Technology)	\$ 30,800	\$ 549,475
FD16-13	10	Pickup, 4 x 4 (M1) Replacement (2003)	\$ 70,000	\$ 619,475
LPS16-19	11	THMS, Asbestos Abatement / Ceiling Replacement	\$ 145,000	\$ 764,475
PD16-16	12	4-Wheel Drive, All Terrain Off Road Enforcement Vehicle	\$ 16,500	\$ 780,975
		<b>Total</b>	<b>\$ 780,975</b>	
Due to funding constraints, only items 1 - 10 have been included in the Town Manager's FY2017 Recommendation. The entire FY2017 Capital Budget of \$619,475 will be funded through an outlay of cash. There is no request to borrow funds.				

The Committee meets each year after the Capital Budget is presented to the Town Manager and considers improvement to the methodology of creating the budget. In future preparation the Committee will conduct more meetings on site.

Jamie Toale, Board of Selectmen, Chair  
Dennis Mannone Jr., Citizens' Representative, Vice Chair  
John Henshaw, Finance Committee, Clerk  
Heather Sroka, School Committee Representative  
Matthew Allison, Planning Board Representative  
Kerry A. Lafleur, Town Manager – Ex Officio Member

## **PLANNING BOARD**

Fourteen ANR plans (plans not requiring approval under the Subdivision Control Law) were approved.

Approved residential subdivisions were in various stages of completion. The following continue to build: a nine-lot subdivision on Butterfly Lane (formerly 50 Elmwood Road), Emerald Place at Lake Whalom, Stone Farm Estates off Massachusetts Avenue, and Sequoia Drive off Howard Street. TriTown Landing off Youngs Road completed construction on Building 4 in January 2016 and all 32 units were occupied by May 2016.

The Board approved Site Plan Approval applications for Hannaford-To-Go, Safelite Auto Glass, and an auto detailing business; all located on Massachusetts Avenue. Approval was also given for a restaurant at 1 Main Street.

There was an increase in the number of scenic road public hearings with the designation of two new scenic roads; Northfield Road and Flat Hill Road. After a road has been designated as a scenic road, any repair, maintenance, reconstruction, or paving work done that involves the cutting or removal of trees within the Town way or the tearing down or destruction of stone walls requires Board approval. Lancaster Avenue and Leominster Road are also designated as scenic roads.

The appearance of Electric Avenue is undergoing change with the construction of a self-storage facility and Unital's construction to relocate its distribution and operation center from Fitchburg to the site of the old Whalom Drive-In Theater.

2016 also saw the Planning Board revise Section 8.4. of the Protective Bylaw to a more formal Site Plan Approval bylaw which outlines a collection of objective standards to bring consistency to the review process. Additionally, the Board adopted Rules & Regulations for filing and submissions under Section 8.4.

The Citizen Planner Training Collaborative, in conjunction with the Massachusetts Department of Housing and Community Development, and the Urban Harbors Institute, University of Massachusetts Boston, conducts workshops throughout the year. Workshops attended by Board members included Green Communities Program, USDA Rural Programs, Roles & Responsibilities of Planning & Zoning Boards (both Part 1 and 2), Introduction to Subdivision Control Law and ANR, and Planning with Community Support. Some of those workshops are designated (MIIA) which entitles Lunenburg to credit under the MIIA Rewards Program towards public officials' liability insurance.

Board members served as representatives to the following committees: Matthew Allison on the newly created Stormwater Task Force, Capital Planning Committee, and continued liaison to the Agricultural Commission; Damon McQuaid on the Building Reuse Committee; Gregory Bittner on the School Building Committee and Green Community Task Force; David Prokowiew as the Montachusett Regional Planning Commission representative and Open Space Committee member; and Kenneth Chenis as the Montachusett Joint Transportation Committee representative.

The Planning Office is located in the Ritter Memorial Building, 960 Massachusetts Avenue and can be reached at 978-582-4147, extension 5. Various forms are available online at <http://lunenburgma.gov/> on the Planning Board's homepage. The Zoning Map, Protective Bylaws for the Town, Rules and Regulations Governing the Subdivision of Land, and Rules & Regulations for Site Plan Approval & Special Permits are available online. The Board continues to work on updating the Protective Bylaws of the Town.

Damon McQuaid, Chair    Kenneth Chenis, Clerk    Gregory Bittner, Member    Matthew Allison,  
Vice Chair    David Prokowiew, Member    Adam R. Burney, Land Use Director

### **PLANNING BOARD OPEN SPACE AD HOC COMMITTEE**

Over the past fiscal year, the Open Space Ad Hoc Committee advised the Planning Board and other municipal boards on Chapter 61 withdrawals, as well as the Conservation Commission on management of the William H. and Sandra B. Lane property at Lunenburg Town Forest. The Committee is looking forward to updating the Open Space and Recreation Plan in 2017 in order to keep the Town eligible for certain state grants to defray the costs of open space and recreation projects, and to assure the Town is taking a measured approach to meeting the residents' open space and recreation needs.

Brandon L. Kibbe, Acting Chair, Member At Large  
Richard A. Brockelman, Member At Large  
Todd Dwyer, Conservation Commission  
Thomas Bertram, Conservation Commission  
David Prokowiew, Planning Board  
Janice Carrier, Scribe



## **ZONING BOARD OF APPEALS**

The Zoning Board of Appeals heard sixteen petitions during calendar year 2016. There were several applicants seeking special permits and special permits for dimensional variations. The Zoning Board meetings are held on the second and fourth Wednesdays of the month on an “as needed” basis.

The Zoning Board consists of the following members: Raymond Beal, Chairman, Alfred Gravelle, Vice Chairman, James Besarkarski, Hans Wentrup and Associate members, David Blatt, Paul Doherty and Sheila Lumi. Lisa Normandin serves as the Administrative Assistant to the Zoning Board.

The functions of your Zoning Board of Appeals as required by statutes are as follows:

To hear and decide applications for Variances from Town’s Protective By-Laws as authorized in the By-laws.

To hear and decide applications for Special Permits as authorized in the Town’s Protective By-laws.

To hear and decide appeals in accordance with Chapter 40A, Section 8 of the Massachusetts General Laws, as amended, from any person aggrieved by reason of his or her inability to obtain a permit or enforcement action from the Administrative Officer or Board in the Town, the Regional Planning Agency, abutting City or Town or other Administrative Official.

To act upon application for comprehensive permits in accordance with Massachusetts General Laws, Chapter 40B. The Zoning Board of Appeals reviews requests for comprehensive permits submitted to the Board under Chapter 40B by developers who wish to create affordable housing. These requests can, by law, circumvent local zoning ordinances.

The office of the Zoning Board of Appeals is located in the Ritter Memorial Building, 960 Massachusetts Avenue, Lunenburg. Business hours are 8:00 AM to 4:00 PM Monday and Wednesday and 8:00 AM to 6:00 PM Tuesday and Thursday, closed Friday.

If you need any assistance from the Zoning Board of Appeals please contact us at 978-582-4146 X 421 during regular business hours. Zoning Board applications are available in the office and online at [www.Lunenburgonline.gov](http://www.Lunenburgonline.gov).



# ***EDUCATION***

## **LUNENBURG PUBLIC SCHOOLS**

Our Vision: The Lunenburg Public Schools prides itself on excellence. We provide a child-centered environment that challenges all learners to achieve their highest potential. This is accomplished through a partnership with a supportive community.

Our Mission: We prepare our students for life-long learning and responsible community membership.

### **Our Guiding Beliefs:**

- Education is a community partnership.
- Learning is reflective, creative, ongoing, and takes place in all environments.
- A successful school actively engages students and staff.
- All students have talents and can excel.
- Professional growth is fundamental to instructional excellence.
- All students are capable of learning and are entitled to instructional excellence.
- Staff and students are entitled to a safe, healthy and positive learning environment.
- An atmosphere of mutual respect is essential for learning.

### **Lunenburg School Committee:**

- Chairperson: Michael Mackin, Term Expires: 2017
- Vice-Chairperson: Heather Sroka, Term Expires, 2017
- Secretary: Wendy Bertrand, Term Expires: 2018
- Member: Dawn-Marie Ayles, Term Expires: 2019
- Member: Meredith Weiss, Term Expires, 2019

### **Regular Meetings**

- First Wednesday of each month - 7:00 p.m. at Town Hall - Televised
- Third Wednesday of each month - 7:00 p.m. at Lunenburg Middle-High School
- Special meetings or changes in meetings are posted at Town Hall

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### **Central Office Personnel**

#### **Superintendent of Schools**

Loxi Jo Calmes, Superintendent  
Elizabeth Petersen, Executive Secretary

#### **Special Services**

Julianna Hanscom, Director  
Fran McCluskey, Admin. Secretary  
Emily Lehto, Secretary (part-time)

#### **School Personnel/Business Services**

Sandra Curley, Manager  
Kerry Cooper, Accounting/Data Reporting

#### **Facilities & Grounds**

John J. Londa, Director  
Robert Roy, Maintenance  
Brian Sanders, District-wide Utility/Custodial

#### **Technology/Network Service**

Steve Malandrinos, Director  
Daniel Nadareski, Network Administrator  
Nicholas Scoggins, School Technology Coordinator  
Jordan Pochini, Technician

#### **Transportation Services**

Dee Bus Service

#### **Cafeteria Services**

Nadine Lorenzen, Director of Food Services  
Patricia Pichnarcik, Lunenburg Middle-High School Café Manager  
Joslin Schneider, Turkey Hill Elementary School Café Manager  
Claudette Lachance, Lunenburg Primary School Café Manager

### **Superintendent's Message**

What a remarkable year! The District returned to a four school configuration with the opening of the new building and several necessary and attractive upgrades to existing buildings. The completion of the school building project full new opportunity and possibilities elevated the excitement across the schools and community. Our excitement and pride was surpassed only by our feeling of gratitude.

Our deepest gratitude is for the voters of Lunenburg who approved the co-located middle-high school project and are paying it forward. This is a school for the entire community and it is our earnest hope that the lives of all our citizens are enriched by this magnificent facility. We are also grateful to the citizens of the Commonwealth and the Massachusetts School Building Authority for its partnership and support of the construction. We gathered together on October 22, 2016 for the Dedication and Ribbon Cutting Ceremony. During the summer months over 1000 community members had toured the building. Over 200 joined us for the dedication including Congresswoman Niki Tsongas, U.S. House of Representatives, State Representative Jennifer Benson, along with members of the Board of Selectmen, School Building Committee, and the School Committee. Students Julia Wilson, Robert Nash and Brendan Tobin spoke and did a wonderful job representing the students of our schools. We are very proud of them. They are our hope for the future and represent the best in us.

The long awaited building was delivered on-time and under-budget. It is everything we hoped for and our dream come true. What a pleasant duty it was to work with everyone associated with this project. A journey that began a decade ago resulted in a splendid modern educational facility due to the enduring dedication, hard work, vision, perseverance, and good judgement of so many. The path was not always straight and contained its fair share of ups and downs and is the result of cooperation, teamwork, and trust. These are the qualities we continue to embrace as we turn the page and begin a new chapter.

A community's schools hold its citizens' hopes and dreams. It is where that which we cherish most, our children, learn and grow. Like our homes, schools are places where our children are nurtured and supported; where children learn to trust and to be trustworthy. Our schools must ever be places where kindness and compassion are in ample supply, freely given and where ideas matter and learning is meaningful. The new building represents a commitment that for generations to come the children of the Lunenburg community will always find a place where hope abides and where dreams are made.

### **Enrollment February 15, 2017**

<b>Grade Level</b>	<b>Lunenburg Students</b>	<b>School Choice Students</b>	<b>Total</b>
<b>PK</b>	<b>51</b>	<b>0</b>	<b>51</b>
<b>K</b>	<b>118</b>	<b>0</b>	<b>118</b>
<b>1</b>	<b>115</b>	<b>0</b>	<b>115</b>
<b>2</b>	<b>119</b>	<b>0</b>	<b>119</b>
<b>Primary Total</b>	<b>403</b>	<b>0</b>	<b>403</b>
<b>3</b>	<b>135</b>	<b>0</b>	<b>135</b>
<b>4</b>	<b>126</b>	<b>0</b>	<b>126</b>
<b>5</b>	<b>143</b>	<b>0</b>	<b>143</b>
<b>Elementary Total</b>	<b>404</b>	<b>0</b>	<b>404</b>
<b>6</b>	<b>119</b>	<b>4</b>	<b>123</b>
<b>7</b>	<b>144</b>	<b>0</b>	<b>144</b>
<b>8</b>	<b>118</b>	<b>7</b>	<b>125</b>
<b>Middle School Total</b>	<b>381</b>	<b>11</b>	<b>392</b>
<b>9</b>	<b>101</b>	<b>12</b>	<b>113</b>
<b>10</b>	<b>101</b>	<b>12</b>	<b>113</b>
<b>11</b>	<b>101</b>	<b>3</b>	<b>104</b>
<b>12</b>	<b>92</b>	<b>9</b>	<b>101</b>
<b>Ungraded</b>	<b>6</b>	<b>1</b>	<b>7</b>
<b>High School Total</b>	<b>401</b>	<b>37</b>	<b>438</b>
<b>All Schools Total</b>	<b>1589</b>	<b>48</b>	<b>1637</b>

The Jane Doyle Community Playground dedication was held on Wednesday, November 23, 2016. This new playground is located by the Turkey Hill Elementary School Gymnasium. The playground was made possible by the generous donations and support from the Connor Lourens Memorial Fund; the Arnold Family and BEIM Foundation; Turkey Hill Family Lions Club; Lunenburg PTO; the Extended Day Program; and many Lunenburg parents and community members. In addition to the playground, basketball courts with areas for the very popular game “four-square” were constructed. We appreciate everyone who made these wonderful, age-appropriate play areas possible.

The Lunenburg School Committee contracted with New England Education Consultants (NEEC) to facilitate a strategic visioning and planning initiative this year. The initial step in this work is a creating a Strategic Framework consisting of a Mission, Core Values, and Vision, all of which serve to set direction for the rest of the planning process. The Strategic Framework is developed members of a Steering Committee working with internal and external stakeholders to help assure the values of the community are well represented and that a connection is made to the public regarding underlying principles for the planning process. The new framework and plan will be adopted by the School Committee by the end of the school year with implementation to begin in the fall. With the opening of the new Lunenburg Middle –High School, the Lunenburg School Committee also committed to develop and implement an adult education program for the benefit of the Lunenburg community. An advisory group was appointed by the School Committee to research and make recommendations by the end of the current school year.

Brendan Ryan Tobin was the 2016 Superintendent’s Award recipient. Brendan is the son of Thomas and Carolyn Tobin. During his four years at LHS Brendan excelled in honors and advanced placement coursework. He has been the President of the Class of 2017 since 9th grade. Brendan is a poised, humble, and well-spoken young man who represented his school and classmates extremely well. He was honored at the Worcester County Superintendent's Roundtable Scholars' ceremony in January. He selected the following quote from Colin Powell for that ceremony's program. “Success is the result of perfection, hard work, learning from failure, loyalty, and persistence.”

This past year our schools bid farewell to retirees who devoted many years to public service. Retiring this past year were: Steve Archambault, Middle School Music Teacher; Rhonda Malatos, High School Physical Education Teacher; Judy Haley, Middle School Cafeteria Manager; Linda Papadopoulos, Middle School Special Education Teacher; and Natalie Davulis, Middle School Grade 7 Teacher. When added together these employees have 116 years of service to our students, schools, and community. I hope the benefit our children derived from their dedication, compassion, and hard work is repaid in kind with long, happy and healthy retirements sprinkled with memories of fulfilled careers. On behalf of our school community, I extend to each of them our heartfelt thanks and sincere appreciation for their service.

In closing I want to acknowledge and extend special thanks to the PTO, our parents/guardians and the community members who support the PTO. This year the PTO donated \$32,000 to the schools to support a variety of opportunities like field trips and educational speakers that are not provided within the school budget. The PTO has a tradition of active engagement and service. The students, faculty, and staff of our schools share this tradition of service to others. It is vital to our mission and our students’ future success in life. We are very grateful to the entire Lunenburg community for their support of our students and schools.

Respectfully Submitted,  
Loxi Jo Calmes, Superintendent of Schools

## **School Facilities**

Construction of the new Middle-High School (Phase 1) concluded by late May 2016. Shawmut Design and Construction executed the building project with NV5 providing owner's project management services. The School Building Committee continues to provide construction and financial oversight. Phase 2 began shortly after the school year ended with removing all furniture from the former high school, relocating all teacher supplies and equipment to the new school, removal of asbestos in the former high school, then demolition, construction of the new greenhouse and two athletic fields, re-working the student parking lot, tennis courts, construction of an outdoor basketball court and remaining site work. Work was nearly complete by late December 2016. A minor amount of work remains to be completed in the spring of 2017 such as the finish surface of the tennis courts, basketball court and installation of an athletic field scoreboard.

In February 2016, the Town of Lunenburg released a Request for Proposals for rooftop solar systems to be installed on the new Middle-High School and Department of Public Works garage. The solar array was to be a 20 year agreement that rented roof space and allowed the school district to purchase the electric power at a discounted rate. Solect Energy was awarded the contract to install a 349 kilowatt system that would generate 394,000 KWH per year and would be purchased at a fixed rate of 8.3 cents per kilowatt. Construction began in November 2016 and is expected to be complete by early spring 2017.

The focus of school maintenance for FY17 continues to be preventative maintenance of heating and ventilation systems and energy conservation measures. In addition, the maintenance staff began training on the building systems of the new school in July. Conversion of existing interior lighting to LED at Lunenburg Primary School began in December 2016 and will complete in March 2017. Funding for conversion of Turkey Hill Elementary School will be a high priority in the upcoming Green Communities Competitive Grant rounds.

The third grade was relocated to Turkey Hill, which was re-designated an elementary school, in June 2016. To be better able to support grades 3-5, a playground was added to the side of the school by the generous donation of the Connor Lourens Memorial Fund, the BEIM Foundation c/o Erik and Megan Arnold, the Turkey Hill Family Lions Club, the Lunenburg PTO, Extended Day Program, parents, guardians, and citizens. The playground was dedicated in September 2016 in memory of Jane Doyle.

The FY 17 capital program funded replacement of the Turkey Hill Elementary School phone system and intercom system at \$22,000 each. The new systems were installed by Vertical Communications Inc. in July 2016. For the FY18 Capital Program, the School Department has requested an additional \$145,000 funding for continued asbestos removal at Turkey Hill Elementary School as its highest priority. Additionally the district is looking to add a security camera system to Turkey Hill Elementary School and Lunenburg Primary School during FY17 using funds that are anticipated to be surplus to the operating budget due to reduced cost for natural gas and electricity and the impact of the solar projects.

Respectfully submitted,  
John Londa, Director of Facilities and Grounds

## **Technology Department**

It has been a great pleasure to oversee the stunning technology improvements to the district over the past year. Bringing the new Lunenburg Middle-High School online has provided not only a major upgrade to technology for our sixth through twelfth grade classes, but has afforded us the opportunity to expand access to devices and improve infrastructure at the Primary and Elementary schools as well. iPad carts, Wi-Fi access points, desktops, laptops, printers and other technology were redistributed from the previous Lunenburg High School to the Primary and Elementary schools, improving each of those areas by as much as fifty percent.

The new Middle-High School is home to state of the art technology that is pervasive throughout the building.

- Interactive projectors and voice-lift audio systems are in all classrooms and collaborative workspaces.
- Grades ten through twelve are participating in a one-to-one Chromebook initiative, putting a device in each student's hands for use in class and at home.
- Computer labs, both mobile and static, comprise more than two hundred additional devices for use on the premises.
- A high capacity Wi-Fi system with more than one hundred access points provides ubiquitous, secure access to the network for students, faculty, and staff – even allowing for multiple devices per person.
- A beautiful new auditorium space with professionally designed sound, lights and rigging is available for use not only by students and school personnel but for town functions and outside productions and events as well.

The newly named Turkey Hill Elementary School has seen some significant technology improvements this past year. The number of Wi-Fi access points was increased by fifty percent, improving coverage and capacity throughout the building. Additional iPad and Chromebook carts have been deployed, some from the previous Lunenburg High School and some donated by extremely generous individuals and organizations. Additional multimedia carts were also deployed providing projection and audio capabilities to more classrooms.

Lunenburg Primary School also benefited from the closing of LHS. Again, we were able to increase the number of Wi-Fi access points by fifty percent, deploy additional mobile computer labs, replace outdated classroom computers, and increase the availability of multimedia carts.

The Technology Department is also proud to have added an additional full-time staff member, our School Technology Coordinator Nick Scoggins. Our goal is always to use technology to enhance our students' learning experience, and to get that technology into as many students' hands as possible. This past year has provided us with an opportunity to do that on a grander scale than ever before.

Respectfully submitted,

Steve Malandrinos  
Technology Director



**Special Services Department**  
**FY16 (data taken from 2015-2016 school year)**

From the March 1, 2016 report, there are two hundred and ninety nine students with disabilities receiving special education or related services in Lunenburg. This represents 18.8% of our total student population of 1,587 students (it was 17.2% last year). The state average from the 2016 school report card is 17.2%. As of March 1, 2016, the total number of students receiving services outside the district was nineteen (last year was thirty). Of the nineteen students, four are placed in Collaborative Placements, twelve are in Day Placements and three are in Residential Placements. Additionally, as of January 12, 2017, one hundred fourteen students identified with a disability received accommodations via 504 plans in Lunenburg.

This year as a district, our overall Accountability and Assistance Level is Level 2 with the Primary School, Turkey Hill Middle School, and Lunenburg High School all being listed as Level 2 (LHS was Level 1 last year). The state report card lists the district's determination of need for Special Education technical assistance or intervention for Students with Disabilities in Lunenburg as "Meets Requirements – At Risk (MRAR)". The district's Students with Disabilities progress towards narrowing proficiency gaps [Cumulative Progress and Performance Index (CPI): 1-100] is listed at 45 (it was 46 last year) with the target set for 75. Students with Disabilities participated in MCAS this year with the following rates: English Language Arts = 99% (it was 99% last year), Mathematics = 100% (It was 99% last year), and Science = 100% (It was 100% last year).

This data can be found at the DESE website: <http://profiles.doe.mass.edu/accountability/report/district.aspx?linkid=30&orgcode=01620000&orgtypecode=5&>

Other data collected throughout the year is also important to consider when looking at the whole Special Services Department. Department of Elementary and Secondary Education requires us to collect data for certain Indicators they are targeting each year. For our Indicators, the following information is available below and also can be found at: [http://profiles.doe.mass.edu/gis/sped\\_map.aspx?orgcode=01620000&](http://profiles.doe.mass.edu/gis/sped_map.aspx?orgcode=01620000&)

**Indicator 1** – Graduation Rate. For the 2014-2015 school year, the state target for Students with Disabilities was 82.0%. Lunenburg's rate was 66.7% and the overall state rate was 69.9% for Students with Disabilities.

**Indicator 2** – Dropout Rate. For the 2014-2015 school year the state target for Students with Disabilities was 3.0%. Lunenburg rate for Students with IEPs was 0% (it was 2.2% last year) and the overall state rate was 2.9%.

**Indicator 3C** – Proficiency Rate for Students with IEPs on MCAS. For the 2015 MCAS, Lunenburg Students with Disabilities CPI ratings were as follows:

Grade 3 – Reading:	Lunenburg = 63.4	State = 63.3
Grade 3 – Mathematics:	Lunenburg = 43.5	State = 66.6
Grade 4 – Reading:	Lunenburg = 47.2	State = 56.5
Grade 4 – Mathematics:	Lunenburg = 50.0	State = 58.7
Grade 5 – ELA:	Lunenburg = 65.4	State = 64.3
Grade 5 – Mathematics:	Lunenburg = 71.2	State = 58.3
Grade 5 – Science:	Lunenburg = 73.1	State = 60.0
Grade 6 – ELA:	Lunenburg = 59.0	State = 64.3
Grade 6 – Mathematics:	Lunenburg = 50.0	State = 55.7
Grade 7 – ELA:	Lunenburg = 77.6	State = 67.2
Grade 7 – Mathematics:	Lunenburg = 52.4	State = 46.5
Grade 8 – ELA:	Lunenburg = 83.3	State = 73.0
Grade 8 – Mathematics:	Lunenburg = 56.3	State = 50.5
Grade 8 – Science:	Lunenburg = 57.3	State = 50.8
Grade 10 – ELA:	Lunenburg = 86.8	State = 88.1
Grade 10 – Mathematics:	Lunenburg = 73.5	State = 69.7
Grade 10 – Science:	Lunenburg = 83.3	State = 71.2

**Indicator 4** – Suspension (more than 10 days)/Expulsion for Students with IEPs. For Lunenburg, our rate was 0% (last year it was .7%. The state rate was 1.1%. Additionally, Indicator 4B records significant discrepancies with the Suspension/Expulsion rates by race or ethnicity. In 2015, Lunenburg was not found to have any significant discrepancies due to these factors.

**Indicator 5** - Educational Environments for Students Aged 6-21 with IEPs. For 2014-2015, the state's target rates are as follows: for Full Inclusion of students = 60.5%, Partial Inclusion = N/A, Substantially Separate Placements = 14.5%, and for Separate Schools/Residential Facilities/Homebound/Hospitals = 5.5%. In Lunenburg, our percentages are as follows: Full Inclusion = 69.6, Partial = 13.2%, Substantially Separate = 7.0% and Separate schools, Residential, etc. = 10.1%.

**Indicator 6** – Educational Environments for Students Aged 3-5 with IEPs. The 2014-2015 state rates showed the percent of students receiving a majority of their special education and related services in a Full Inclusion early childhood program was 41.0%, in a Partial Inclusion Program was N/A, a Substantially Separate Placement (special education class, separate school, or residential facility) was 13.5%, and students not attending an early childhood program but receiving only a related service (e.g. speech, OT, PT) was N/A. In Lunenburg, our early childhood Full Inclusion rate was 32.4%, our Partial Inclusion rate was 44.1%, Substantially Separate rate was 17.6%, and Related Services was 5.9%.

**Indicator 8** – Parent Involvement. This indicator measures the % of parents with a child receiving special education who report that school facilitated parent involvement as a means of improving services and results for students with IEPs. For 2014-2015 the state target was 85%. Lunenburg's rate was 78.3% and the state's rate was 79.7% (from information collected in the spring of 2013).

**Indicator 9 & 10** - Both of these Indicators deal with Disproportionality in Special Education and in Special Education Categories. In Lunenburg the state determined that there was no disproportionality found in either case.

**Indicator 11** – Initial Evaluation Timelines. This indicator measures the % of children with parental consent to evaluate, who were evaluated within the State established timeline. Data is reported for all initial evaluations initiated in October, November, and December of the reporting year. Lunenburg was rated 100% in compliance and the state average for this Indicator was 98.7%.

**Indicator 12** – Early Childhood Transition. This indicator measures the % of children referred by Part C, found eligible for special education services, and who have an IEP developed and implemented by their third birthdays. The state target for this indicator is 100% and Lunenburg is noted as "Suppressed". Data is suppressed if the number of students referred by Part C and found eligible for special education services is fewer than 10. In Lunenburg, only 2 students were referred during 2012-2013 (we have not been reviewed since 2012-2013 for updated data in this area).

**Indicator 13** – Secondary Transition. This indicator measures the % of youth with IEPs aged 16 and above with an IEP that includes appropriate measurable postsecondary goals that are annually updated and based upon an age appropriate transition assessment, transition services, including courses of study, that will reasonably enable the student to meet those postsecondary goals, and annual IEP goals related to the student's transition service needs. Lunenburg was rated 100% in compliance and the state average for this Indicator was 99.2% (we have not been reviewed since 2011-2012 for updated data in this area).

**Indicator 14** – Post-School Outcomes for Students with IEPs. This indicator measures the % of students with IEPs who exited high school during the 2013-14 school year and self-reported post-school engagement in education or employment one year after leaving high school. Engagement is defined through three measurements:

- Measurement A: Enrolled in higher education within one year of leaving high school.
  - Measurement B: Enrolled in higher education or competitively employed within one year of leaving high school.
  - Measurement C: Enrolled in higher education, or in some other postsecondary education or training program; or competitively employed, or in some other employment within one year of leaving high school.
- Measurements are cumulative with Measurement C reflecting the total number of exiters engaged in a post-secondary activity one year after leaving high school. For the 2014-2015 school year state targets for the three measurements of Post-School Outcomes are Measurement A: 47%; Measurement B: 82%; and

Measurement C: 89%. Lunenburg rates are as follows: Measurement A = 50%, Measurement B = 75% and Measurement C = 75%.

The Parent Advisory Council Supporting All Learners (PACSAL) continues to be an active support group for parents, teachers and administration. All parents and community members can join the group, which currently consists of parents of students receiving Title I services and parents of students with disabilities. Meetings are typically held the first Friday of each month, 11:00AM, in the Planning Room at the Middle School. The executive board is made up of Chairperson: Kelly Harvey. Several events and presentations were organized by the PACSAL for both parents and teachers in Lunenburg this year. For more information, go to: <https://sites.google.com/a/lunenburgschools.net/special-services/pacsal>

In conclusion, the Lunenburg Public Schools continues to provide a variety of special needs services to meet the varying needs of our students in the least restrictive environment. We have an experienced, hardworking staff that works together with parents to provide these varied services. Our parents are equal partners in our efforts to develop challenging and focused educational programs for children. We remain committed to the Lunenburg Public Schools mission, "We prepare our students for lifelong learning and responsible community membership." This is a total community effort and we encourage ALL Lunenburg residents to join with us to create positive experiences and futures for our children.

For additional information, please visit our website at: <https://sites.google.com/a/lunenburgschools.net/special-services/>, or contact Julianna Hanscom, Director of Special Services, Special Services Office, 1025 Massachusetts Ave, (978) 582-4100, ext. 305.

Respectfully Submitted,

Julianna Hanscom  
Special Services Director

### **Lunenburg School Lunch Program** **2016-2017**

The Food Service Director Nadine Lorenzen and the program managers Patti Pichnarcik at Lunenburg Middle-High School, Joslin Schneider at Turkey Hill Elementary School and Claudette Lachance at the Primary School would like to highlight some of the lunch programs endeavors started this year beginning with the catering service and menu. Let us cater your next event, large or small. Our presence at the schools' Open Houses was a great opportunity for parents to sample menu items served in our cafeterias. The menus for all of our cafeterias have been updated with calorie and carbohydrate counts. The Middle- High School will be launching made-to-order deli sandwiches in the next couple of weeks. We have also had some productive tastings in all of the cafes leading to some new menu items like fruit and yogurt smoothies, shaker salads and most recently Uno pizza. We look forward to more tastings and serving our school community healthful appetizing meals.

Respectfully Submitted,  
Nadine Lorenzen  
Food Service Director

## **LUNENBURG PRIMARY SCHOOL**

The Lunenburg Primary School is an early childhood education center for students Preschool to 2<sup>nd</sup> grade. Our students range from three to eight years old. Our community is made up of students, parents, teachers and support staff; working together to create an educationally rich and safe learning environment that focuses on the whole child.

The October 1, 2016 student count reported to the Department of Elementary and Secondary Education was three hundred and eighty-six students. Our Preschool program services forty-one three and four year old students. We have five Kindergarten classes servicing one hundred and eighteen students. Class sizes in our Kindergartens are at 23 to 24 students. First grade has one hundred and eleven students with class sizes ranging from 22 to 23. Second grade has one hundred and sixteen students with class sizes ranging from 23 to 24 students. Students and staff this year are enjoying the extra space produced when the third grade students and staff were moved to the Turkey Hill Elementary School as a result of the new Lunenburg Middle-High School build.

Our professional development this year centered on Everyday Math Online Resources, Responsive Classroom and Emotional Intelligence. All of our classroom teachers are working on improving the use of Responsive Classroom Learning Curriculum which includes morning meetings, guided discovery, rules, logical consequences and academic choice. Two years ago we updated our math curriculum and materials to Every Day Math. Teachers have been involved in two years of professional development activities focused on lesson structure, math games and developing ways to incorporate technology into their teaching of math. This year students and parents were given access to the online resources as well so that students and parents have a place to explore math concepts and access games on line to practice math skills.

To strengthen our commitment to focusing on the whole child and the Social Emotional Learning (SEL) needs of our children, teachers and staff have received professional development on Responsive classroom and Emotional Intelligence. Mrs. Nancy Chapdelaine has led our educators through in-service lessons dedicated to Understanding the Power of Our Words and Morning Meeting structures and strategies. After attending the Yale Institutes RULER Training, Mrs. Dorsey; School Psychologist, Mrs. Favreau; 1<sup>st</sup> Grade Teacher and Mrs. Blaisdell, Principal, led teachers through completing PD hours focused on Emotional Intelligence using RULER. The PD activities have focused just on the staff understanding RULER and learning how to utilize the tools to understand their own emotions and how they affect our work together with children. This is the beginning of a three to four year commitment to making the Lunenburg Primary School one that focuses on helping our community of students, staff and parents understand their emotions and how we bring our best selves to the learning we do each and every day. Information on these two SEL's can be found at <https://www.responsiveclassroom.org/> and <http://ei.yale.edu/>

The Primary School is a Title One school and we have continued our tiered instructional system to insure that all students have the services they need to be successful. Common assessments are completed in the fall, winter and spring for all children in grades K-3 in the areas of reading, writing, and math. These common assessments serve to monitor the effectiveness of teacher instruction and drive individual student instruction. Struggling students are identified quickly and additional resources and instruction are provided to address the areas of concern identified. Tiered instructional services are provided in the area of Language, Arts and Math. The tiered instructional model requires that the teachers not only meet the needs of the students who may be struggling with learning but those students who are doing well and need to achieve higher levels of learning. Learning is more personalized and students are being challenged to be confident independent learners and problem solvers.

Our staff works hard to maintain a school culture which is positive, inclusive, and supportive of each of our members. We have high expectations, insist on respectful behavior, and recognize the importance of building a community where members feel a sense of belonging and responsibility to contribute. Our students have maintained a high level of community engagement and civic learning that is fostered through service learning projects at each grade level. The Kindergarten students learn about our local food bank and gift mart and sponsor school-wide can and gift drives through-out the year. Our

2<sup>nd</sup> grade students have learned about our local veterans and organized Valentines to go to area Veteran's Hospitals. Students in the First grade have committed their energy to support our local animal shelters.

The Primary School Parent/Teacher Advisory Council meets each month to discuss school issues, review the annual budget for the school and advise administration on the school's parent handbook and to develop the School Improvement Plan.

Members of the Council for the 2016-2017 school year were as follows:

Principal:	Elaine E. Blaisdell
Assistant Principal	Chad Adams
Teachers:	Ita Murphy, Vicky Barbier, Nancy Murray, Christa Palma
Parents:	Kristen Burns, John Eberly, Jared Perrine
Community Representative:	Julie Bertram
School Committee Rep:	Dawn-Marie Ayles

The faculty and staff of the Primary School are extremely proud of the work we do with our children. We are deeply committed to student learning, our own life-long learning and improving learning. Only through working with parents as partners are we able to accomplish our goals. For more information about the work that we do at the Lunenburg Primary School please visit our website: <https://sites.google.com/a/lunenburgschools.net/primary/>

Respectfully submitted,

Elaine E. Blaisdell  
Principal

## Faculty/Staff Roster

### ***Central Office***

Elaine Blaisdell-Principal  
Chad Adams-Asst. Principal  
Denise Galloway-Admin Secretary  
Lisa Lavery-School Nurse  
Samantha Dorsey-Psychologist  
Karen Tata - Office Clerk

### ***Pre-School***

Sherrie Flynn - Teacher  
Jeanette Biery - Para  
Ita Murphy - Teacher

Susie Barney - Para  
Patti McColl - Para  
Marie Martin - Para

### ***Achieve***

Christine DeFelice-Teacher  
Shelly Muth

Laurene Broden - Para  
Jen Leroux - Para  
Laurie Xarras - Para

### ***Kindergarten***

K1-Kirsten Snape - Teacher  
Pat Siciliano - Para  
K2-Maribeth Ford - Teacher  
Cinny Mobley - Para  
K3-Sheila Bilotta - Teacher  
Julie Drake - Para  
K4 - Deb Zivojinovic - Teacher  
Monique Mola - Para  
K5 - Nancy Murray - Teacher  
Amy Raffaele - Para

### ***First Grade Teachers***

1A - Michael Courtemanche  
1B - Nicole Bienvenu  
1C - Joanne Londa  
1D - Christa Palma  
1E - Justin Sparks

### ***Second Grade Teachers***

2A-Vickie Barbier  
2B-Jackie Favreau  
2C-Sara Kenney  
2D-Maria Courtemanche  
2F-Nancy Chapdelaine

### ***Physical Education/Health***

Gen Nass

### ***Art/Library***

Lori MacDougall

### ***Music***

Katie Swenson

### ***Technology***

Kristen Sauvageau

### ***Special Education***

Lisa Stone  
Michelle Withers  
Kristen Anthony  
Reading Specialist  
Karen Rash

### ***Paraprofessionals***

Sue Finnegan - Pre-School  
Sue Ahearn - 2nd/grade  
Beth Robinson - 1st Grade  
Alicia McCallister - Kindergarten

### ***Specialists***

Mary Sieling - Speech  
Cathy Zayka - Speech  
Sue Richards - Phys. Therapist  
Jayne Dusek - COTA  
Maggie Porpora – Occup. Therapist  
Kristi Schuta-BCBA

### ***Cafeteria***

Claudette Lachance - Cafeteria Mgr.  
Sheryl Ewen  
Joan Newell  
Karolyn Braman

### ***Custodians***

Richard Krafve  
Ken Corbett  
Justin Sylvia

# **TURKEY HILL ELEMENTARY SCHOOL**

With the completion of the new Middle High school, Turkey Hill has been reconfigured as an elementary school for students in grades 3 -5. The staff includes a number of skilled veterans who have been reunited from T.C. Passios days as well as many young and energetic new educators. We are focused on developing our own distinctive perspective as to how we best prepare students for lifelong learning and responsible community membership.

Our academic priority is to increase student learning and improve students' ability to think critically and achieve at high levels. The school advisory council has grappled with how we might best reflect progress particularly focusing this year on math, using MCAS data. We agreed to reflect growth using three measures:

- Increase by 3 points annually the CPI score in Math
- Increase to 70% the % of Proficient or Higher in Math
- Attain a two year average of 50% SGP in Math by the end of 5<sup>th</sup> grade

<b>Grade Level</b>	<b>2016 CPI Score</b>
<b>Class of 2026 Grade 3</b>	xx
<b>Class of 2025 Grade 4</b>	3rd grade 87.2
<b>Class of 2024 Grade 5</b>	4th grade 81.3
<b>Class of 2023 Grade 6</b>	5th grade 85

<b>Grade Level</b>	<b>2016 Math MCAS % Proficient or Higher</b>
<b>Class of 2026 Grade 3</b>	Xx
<b>Class of 2025 Grade 4</b>	3rd grade 72%
<b>Class of 2024 Grade 5</b>	4th grade 55%
<b>Class of 2023 Grade 6</b>	5th grade 64%

<b>Grade Level</b>	<b>2014 Math SGP</b>	<b>2015 Math SGP</b>	<b>2016 Math SGP</b>
<b>Class of 2026 Grade 3</b>	xx	Xx	Xx
<b>Class of 2025 Grade 4</b>	xx	Xx	N/A
<b>Class of 2024 Grade 5</b>	xx	N/A	64
<b>Class of 2023 Grade 6</b>	N/A	33	67

For some staff, professional development has focused on the Everyday Math Program, as the most recent version has radically altered the scope and sequence of curriculum to more accurately reflect the demands of the Common Core. Other teachers have taken on extra responsibilities as part of the ELA, Math, and Science task forces, in order to create comprehension curriculum maps for grades K-12. We have embraced and continue to refine the Teacher Support Team protocol, which examines struggling students' academic/personal histories and focuses on the best interventions. Our aim is not only to support a teacher's current concerns, but also to streamline access to important background information and most successful strategies for next year's teachers. Staff is learning to access Edwin Analytics, the Dept. of Education's data warehouse, so they might analyze the individual MCAS scores of their current students and more precisely respond to areas of strength or weakness. All students were assessed in October and will be again in May using the Developmental Reading Assessment (DRA). It is designed to help teachers systematically observe, record, and evaluate changes in student reading performance and features tools to assess reading engagement, fluency, and comprehension. We are fortunate to have the services of a full time reading specialist, who works with Title 1 students and provides support and consultation for classroom teachers. Finally, we also have a wide variety of academically themed field trips planned, both out in the community and several "in-house" science and fine arts programs.

We acknowledge that social learning in a supportive community is as important to success as academic learning. To that end, grades 3 and 4 use the Second Step guidance curriculum, and grade 5 has developed a set of lessons that emphasize executive functioning skills. With the full time services of our guidance counselor, many students meet weekly in small groups to develop both social skills and strategies to cope with anxiety, focus issues, and academic challenges. We facilitate the opportunity for outside counselors to meet with students one to one. We host the Big Sibs, Little Sibs program on Wednesday afternoons for high school students to make connections with younger students in a structured activity group. We offer a variety of after school activities so students might continue to develop their social adeptness and sense of self confidence. We have built time into our faculty meetings for teachers to send every single student a postcard once during the year, celebrating their strengths, developing skills, or positive attributes. We hosted the TIGER program from Plymouth State University that focuses on a positive message of inclusiveness and how to advocate for yourself and others. We have developed a set of standard expectations for hallway behavior, playground behavior, and cafeteria behavior.

We are engaged in this transition with a foundation of open communication and sound operational practices. Our leadership team consists of reps from each grade level, special areas, and special services. We are focused on developing the attributes of a highly effective team, as our ultimate goal is to model those attributes and see them mirrored in every other "team" throughout the building. We place strong value on turn-taking, empathy, embracing the difficult conversations, and psychological safety. The members are both conduits of communication between administration and staff and decision makers about the direction of our school's culture and priorities. Likewise, the School Advisory Council, composed of parents, community members, teachers and a school committee representative, also provide input and influence the school's culture and priorities. The principal's role as instructional leader is part of the equation as well. Providing effective feedback to teachers around the teaching and learning is an essential element for student success.

Education is a community partnership. Ultimately, THES does not stand in isolation. It is the sustenance of the larger community that enriches the learning opportunities for students and staff. The list of supporters is long and likely incomplete: the PTO whose funds support a huge variety of endeavors, the Lunenburg Lions Club who has been so instrumental in the creation of our beautiful playground, an anonymous donor who gifted an entire Chromebook cart, BoxTop collectors and counters, Hannaford Helps supporters, Community Reader day volunteers, parents (both those who support their children at home as well as those who donate hours to school), the Rebecca's Lodge who donated dictionaries to third grade, the Lunenburg Cultural Council whose grant makes it possible for our African Arts in Education program, our Veteran's Day and Memorial Day guests and guest speakers. Their selfless efforts exemplify what we strive to imbue in our children: responsible community membership.

Respectfully Submitted,  
Heidi Champagne, Principal



## Turkey Hill Elementary School Faculty/Staff Roster

### ***Administration/Office/Nurse***

Heidi Champagne  
Chad Adams  
Laurie Cooney  
Meghan Marrone

### ***Guidance***

Gail Okerman

### ***Special Areas***

Deborah Smith  
Steve Kyajohnian  
Kelly Tierney  
Victoria Whipple

### ***Learning Center/Special Education***

Lynn Wolf  
Amy Jones  
Lynn Major  
Elena Oksanish  
Laura Wyld  
Kristi Schkuta  
Sue Charpentier  
Maggie Porpora  
Cynthia Rosancrans

### ***Paraprofessionals***

Debra Hitchcock  
Amanda Morrow  
Kerry Roder  
Judith Pierce  
Darlene Caron  
Kelly Waterman  
Patricia Kilcommins  
Kathleen Cordeiro  
Terri Klingler

### ***Cafeteria***

Joslin Schneider  
Sheryl Ewen  
Donna Cameron  
Jennifer Biddleman      Café Monitor

### ***Grade 3***

Janet Marshall  
Nicholette Dumont  
Leslie Spuria  
Danielle Celona  
Susan Diamantopoulos  
Amy Harrington

### ***Grade 4***

Erin Blanchette  
Gina Cote  
Heather Witham  
Charlotte Letendre  
Lynn Marabello

### ***Grade 5***

Melanie Courtemanche  
Jeff Cournoyer  
Lisa Bakaysa  
Brian Chartrand  
Sherri Borreson  
Rhonda Connery

### ***Achieve Programs***

Brittany Pepoli	Teacher/113
Bradley Stackpole	Teacher/110
Matthew Buma	Para
Megan Rodrick	Para
Tatianna Eaton	Para
Steve Pierce	Para
Liz Johnson	Para
Darlene Wagner	Para

### ***Custodians***

Tim deBettencourt	Senior Custodian
Howard Hargreaves	Custodian/Night
Jimmy Vaillancourt	Custodian
Rob Roy	Maintenance
Ed Wilkins	Maintenance

**% of STUDENTS SCORING IN THE  
ADVANCED/PROFICIENT RANGE**

<b>GRADE</b>	<b>SUBJECT</b>	<b>LMS</b>	<b>SGP</b>	<b>STATE (2015)</b>
<b>6</b>	<b>ELA</b>	<b>74%</b>	<b>50</b>	<b>71%</b>
<b>6</b>	<b>MATH</b>	<b>71%</b>	<b>50</b>	<b>62%</b>
<b>7</b>	<b>ELA</b>	<b>82%</b>	<b>77</b>	<b>70%</b>
<b>7</b>	<b>MATH</b>	<b>63%</b>	<b>64.5</b>	<b>51%</b>
<b>8</b>	<b>ELA</b>	<b>84%</b>	<b>54.5</b>	<b>80%</b>
<b>8</b>	<b>MATH</b>	<b>60%</b>	<b>38</b>	<b>60%</b>
<b>8</b>	<b>SCI/TECH/ENG</b>	<b>56%</b>	<b>N/A</b>	<b>41%</b>
				<b>(2016)</b>

**Lunenburg Middle School**

Lunenburg Middle School provides a rigorous academic curriculum as well as strong programs that support students' social and emotional growth. These programs ensure that each child becomes a self-motivated, creative, lifelong learner in a safe, stimulating environment that encourages diversity and open honest communication. The dedicated and accomplished staff of professionals within the school embraces the philosophy of educating the whole child academically, socially, and emotionally. This philosophy is a means by which all students become positive community members that possess the skills to be successful in high school. Lunenburg Middle School is in its first year as a co-located middle- high school serving grades six through eight in a beautiful new facility. Middle school students have experienced some new opportunities with the new middle school, such as foreign language for grades seven and eight and increased technology instruction from a dedicated technology teacher. Grade six students have an increase in special area opportunities, such as health, art music and guidance. We will continue to seek out opportunities for students that foster critical thinking and problem solving skills that prepare them for high school and beyond.

In reviewing the results of the 2016 Spring M.C.A.S. tests, our percentage of students scoring in the advanced and proficient range remains strong. The Department of Elementary and Secondary Education did not provide 2016 state percentages of students scoring in the proficient and advanced range due to a number of districts participating in the PARCC assessments. State percentages from 2015 have been provided merely as a reference. In five of the six content areas that have student growth measured, Lunenburg Middle School students performed in the 50% or higher as a grade level median, indicating average to above average student growth. Although we are proud of our students' performance, we continue to analyze data in our monthly results faculty meetings designed to improve our instruction for all students. Our faculty has identified areas of improvement based upon the data and implemented strategies to improve their instructional practices that will help students succeed.

This is the first year in four years in which the eighth grade has returned to the traditional middle school model from the high school. As the eighth grade transitions back to a true middle school model, we reflect

on strategies that have been successful with students they experienced in the high school setting, while continuing to incorporate the foundations of a successful middle school. This integration of strategies continues to have a positive impact on the students we serve and we will continue to refine and implement what is best for students.

We continue to utilize intervention and power blocks during the school day to meet the needs of each individual student. These blocks of instructional time that have been built into our master schedule allow teachers time to work with students at their own individual skill level. The philosophy is to challenge students who are high academic achievers as well as strengthen skills for students who have identified weaknesses. Teachers are able to work with students in a small group to answer individual questions or provide more individualized support. We design this support model to allow students to feel more confident, thus, perform better in the classroom. We will continue to refine our intervention block times to best meet the needs of our students.

Lunenburg Middle School continues to offer enrichment blocks for all students. Enrichment classes provide students a block of time in which they receive instruction in the areas of developmental health and guidance. Students also receive instruction in physical education, art, and music classes that allows them to explore their strengths and talents. Students also have the opportunity to sign up for and participate in band and chorus during this block. This enrichment block is in addition to the traditional special area classes students receive, and this block offers students additional physical movement throughout the day, additional opportunities for hands on activities and more exposure to the arts, theatre and technology throughout the school day.

We make a positive impact on the students we serve by offering a variety of different programs developed to promote social and emotional growth, self-awareness, and community service. We will continue to utilize Developmental Design and Advisory programs to deliver our social emotional curriculum. Students meet with teachers in small groups to teach social responsibility and problem solving, as well as developing empathy and promoting positive self-esteem. Our seventh grade students are participating in themes such as embracing and respecting diversity. All of the social emotional programs have been developed to allow students to showcase their talents and abilities, grow and improve as individuals, and promote community outreach for the younger generation.

This year, we have been able to offer foreign language back to our seventh and eighth grades for the first time in several years. The addition of the foreign language instruction has been well received and the students enjoy exploring different cultures and languages.

Lunenburg Middle School continues to provide educational services and support that ensures student success and promotes lifelong learning and responsible community membership. The key components to our success is our talented faculty committed to making a positive impact on students, our parents and community who support our teaching and learning, and most of all, our students who inspire us through their commitment to learning. Together we continue to make the difference in the lives of students.

Respectfully submitted,

Tim Santry  
Principal

## Lunenburg Middle School Faculty/Staff Roster

### *Administration/Office/Nurse*

Timothy Santry	Principal
Rob McGrath	Asst. Principal 6-12
Annica Scott	Dean of Students(.4)
Tina Cooney	Adm. Secretary 6-12
Katie Berry	Clerk
Katie McGuire	Nurse

### *Grade 6*

Kristine Bassett	White
Melanie Pouliot	White
Emily Clarke	Red
Beth Arsenault	Red
Susan Reardon	Red

### *Guidance*

Jeff Dionne	Grade 8
Cheryl Nelson	Grades 6 & 7

### *Grade 7*

Lisa Leblanc	White
Dawn Grebinar	White
Stephanie Madrigal	White

### *Special Areas*

Geoffrey Sheldon	Music
Nicole Therrien	PE/Health
Jennifer Rios	PE
Robin Warren	Art
Dana Belair	Technology

Timothy Sheasgreen	Red
Krista Diamantopoulos	Red
Annica Scott	Red

### *Grade 8*

Linda Collette
Meredith Cormier
Amy Raboin
Mary Whitaker
Martha Sullivan

### *Learning Center/ Spec. Ed.*

Ashley Parent	SLP 6-12
Maura Lizek	Gr. 6 Teacher
Melanie Mobley	Gr. 7 Teacher
Sharon McCullah	Gr. 8 Teacher

### *Media Center*

Pam Vallee	Gr. 6-12
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### *Achieve Programs*

Jamie Lyons	Teacher
Heather Small	Teacher
Kaleem Fountain	Para
Elizabeth Marple	Para
Karen Smith	Para
Nina Sobecky	Para

### *Cafeteria*

Patty Pichnarcik
Sarah Rucker
Stella Carlson
Carol deBettencourt

### *Paraprofessionals*

Judy Barone	Grade 6
Kathy Hyatt	Grade 6
Ann Marie Beaudoin	Grade 6 1:1
Sandra Sheehy	Gr. 7 Para
Tina Stateler	Gr. 7 Para
Maribeth Ulf	Gr. 8 Para
Dawn McGuirl	Gr. 8 Para

## **Lunenburg High School**

Lunenburg High School has been a hub for academic and social activity in 2016-2017. We have made the transition to the new Lunenburg Middle-High School. The transition process was far bigger than just moving from one building to another. With the middle and high school in the same building, there have been far more opportunities than challenges. High school students have been positive influences on the middle school students and the staffs of the middle and high schools now have the chance to engage in vertical teaming. All students in grades 10-12 have been issued a Chrome Book and there are wireless capabilities throughout the building. Every classroom and instructional space has an interactive projector and voice lift capabilities. Our students are fortunate to be in a building that can meet the needs of the 21<sup>st</sup> century learner.

This year, we have gone back to the traditional high school model. Grades 9-12 are part of the high school and grades 6-8 are part of the middle school. Besides the bus ride into school, there is very limited contact between high school and middle school students. We have two lunches comprised of high school students and two lunches with only middle school students. Additionally, the building was designed to have separate locker rooms for middle and high school students. Overall, there have been very few issues with keeping the schools separate. As a matter of fact, we will likely look for more opportunities to bring the students together, in the future.

### **NEASC ACCREDITATION**

Lunenburg High School completed a Special Progress Report for the Commission on Public Secondary Schools of the New England Association of Schools and Colleges. In 2010, the Commission recommended that the school receive continued accreditation in the Association. The Commission's decision was based upon review of an evaluation report prepared by a visiting committee in April 2010. The Two Year Progress Report, submitted in January, 2013 received high marks from the Commission reviewing our submission. The Mid-Cycle Progress Report was reviewed and accepted by the Commission. A Special Progress Report was filed in September to certify that the building project had been completed. Lunenburg High School has been taken off "Warning" status and given full accreditation.

### **SCHOOL/COMMUNITY PARTNERSHIPS**

Throughout the year, Lunenburg High School students are involved in a multitude of fundraising and collection endeavors. In the fall, a canned goods drive was held and admission to the PowderPuff game was two canned goods. Everything collected was donated to the Lunenburg Food Pantry. Around the holiday season, advisories collected items for the Lunenburg Gift Mart.

There is a Senior English class running this year that has a community service learning component. Students were tasked with researching and identifying needs in the community and then forming an action plan to address the needs. For example, we have students working on: a pet shelter drive, creating trail maps for Lunenburg conservation land, bringing a small breakfast program to LHS, and forming a group to inform and educate about mental health issues.

Lunenburg High School received a generous donation in the amount of \$500 from Mr. Mike's Mobil in Lunenburg, MA. The grant is to be used toward STEM initiatives at the high school. We are in the process of purchasing a new robot for our Robotics class.

Hannaford Helps Schools made a generous donation to Lunenburg High School of \$500 from receipt sales. This money will be used to benefit a variety of programs at LHS.

In March, the National Honor Society will be having its annual Blood Drive. Students sixteen and over (and staff members) will be able to participate in the Blood Drive with parent permission.

LHS has held evening presentations for parents/guardians on the following topics:

- Planning for High School (grade 8)
  - Early College Planning (grades 9-10)
  - Post-Secondary Education Planning (grade 11)
  - College Application Process (grade 12)
- Financing your Education/Financial Aid (grades 8-12)

LHS hosted 40 college admissions counselors in the school counseling office to visit with LHS students. In addition, we held two “Decision Day” programs with Fitchburg State University and Mount Wachusett Community College.

### **MCAS RESULTS**

We are pleased to announce that Lunenburg High School is recognized by the Department of Elementary and Secondary Education as a Level 2 school. As a Level 2 school, we continue to be among the highest performing schools in the Commonwealth, but shows that we are not meeting our gap narrowing goals. While we are recognized as a high performing school, we understand that there is work to be done in showing growth with our high needs population.

#### **Lunenburg High School - 2016 MCAS Results (Grade 10)**

<b>Subject Test</b>	<b>Advanced/Proficient</b>	<b>State Average (Adv/Pro)</b>
<b>ELA</b>	<b>99%</b>	<b>91%</b>
<b>Math</b>	<b>90%</b>	<b>78%</b>
<b>Science/Technology</b>	<b>92%</b>	<b>73%</b>

When you combine the percentage bands of the advanced and proficient range, LHS tenth grade students scored 99% on the ELA test. In Mathematics, tenth grade students scored 90% advanced/proficient. In Science/Technology/Engineering, tenth grade students scored 92% advanced/proficient. We are extremely proud of our students and teachers for their continued improvement, and we will work to move all students to the level of proficiency as measured by MCAS and our goal of college and career readiness as they move through our curriculum.

We were also very pleased to learn that 30 seniors at Lunenburg High School received the state’s John and Abigail Adams Scholarship this year. The scholarship is available to students whose MCAS performance puts them at the top 25 percent of their district. To be eligible, students must either score Advanced on one exam and Proficient on the other, or Advanced on both the English and Math exams.

### **HOMEcomings, ATHLETICS AND EXTRACURRICULAR ACTIVITIES**

Homecoming was once again a great town-wide celebration, culminating with a beautiful parade complete with floats representing all four high school classes. Due to weather concerns, Homecoming was moved one week and we were able to play on our new turf field. For much of the fall season, our home games needed to be played off-site (i.e. Doyle Field, Progin Park in Lancaster, and Marshall Park.) Many of our sports teams qualified for tournament and district play. The LHS Mock Trial team has performed well this year, going 1-1 in local trials. The Latin Club, marching band, jazz band and the math team represented LHS in numerous competitions; the 51<sup>th</sup> annual Competitive Class Plays delighted the audience, and The Pops and Senior Showcase are scheduled for the spring.

### **COMMUNITY BUILDING**

National Honor Society successfully supported the “Giftmart” drive during the holidays, helping to provide joy to needy children and families in conjunction with local agencies. The World Hunger Task Force will be raising money through Penny Wars this spring. The money will be donated toward the fight against hunger.

In December, we brought the SHINE Initiative, to LHS. Three members of the SHINE Initiative gave presentations to students in all grade levels. The presentations were about 45 minutes long. The SHINE Initiative focuses on the mental health and wellness of children and young adults. They raise awareness of mental illness and help to defuse and debunk some of the misconceptions and myths that have fueled stigma for generations. In January, we hosted a community presentation.

We started an Advisory program two years ago. One goal of Advisory is to have students have at least one adult who will get to know him/her over the course of four years. Students were randomly distributed into small grade-level groups. They will stay with the same group of students, as well. Another goal of Advisory is to develop relationships with students of different backgrounds and social groups so that students can get to know each other and develop an appreciation of the diversity that we do have in Lunenburg. Some Advisories will be facilitating some community service learning projects.

## CURRICULUM

The staff at Lunenburg High School focused their professional development activities in 2016-2017 working on curriculum development, curriculum mapping, District-Determined Measures, vertical teaming, and technology.

<b>Principal</b>	Brian Spadafino	<b>Administrative Assistant</b>	Tina Cooney
<b>Assistant Principal Nurse</b>	Robert McGrath Carolyn Finch	<b>Secretary Clerk</b>	Debra Aro Katie Berry
<b><i>Math</i></b>		<b><i>Language Arts</i></b>	
Sarah Sabatini	Dept. Liaison	Mary Foyle	Dept. Liaison
Andrew Cantatore		Erinanne Burroughs	
Jennifer Miller		Timothy Macuga	
Eric Short		Michael Hannigan	
Robert Truax		Paul Harmon	
		Mary Whitaker	
<b><i>Science</i></b>		<b><i>Social Studies</i></b>	
Robert Hill	Dept. Liaison	Anna Keegan	Dept. Liaison
Mitchell Friedman		Warren Stevenson	
Craig Pingsterhaus		Timothy Normandin	
Jennifer Biery		Hailee Martin	
Dawn Gearin		Timothy Macuga	
Richard Cohen			
Joanne Poirier	Greenhouse Asst.		
<b><i>Foreign Language</i></b>		<b><i>Unified Arts</i></b>	
Peggy Proctor	Dept. Liaison	Alexis Pukaite	Dept. Liaison
Jessica Beardmore		Steve Boone	
Tamara Yourk		Derek Guimond	
Jimena Punaless-Santiago		Caryn Wardwell	
Jessica Cormier		Karyn Giuliani	

Lynn Radford

***Special Services***

Nicole Kromer

Dept. Liaison

Peter McCauliff

Darlene Steele

Athletic Director

Athletic Secretary

Joshua Koziol

Jessica Walker

Virginia Tedesco

Kimberly Jones

Ashley Parent

Meagan Ackerman

Jaime Millett

Mary Young

Lori Shea

Speech/Language

Social Worker

BCBA

School Psychologist

Pamela Vallee

Media Specialist

***Guidance***

Karma Tousignant

Susan Cavaoli

Jeff Dionne

Penney Borneman

Dept. Liaison

Guidance Secretary

***Paraprofessionals***

Ethan Cheesman

Jon Malloy

Kimberly Monsini

Donna Lavoie

Lisa Szocik- Maillet

Robin VanAmburg

Joseph Adamowicz

Alex Bankuti

Lyndsi Smith

Jessica Chait

Michael Barry

***Cafeteria***

Patti Pichnarcik

Carol Hamilton

Stella Carlson

Eleni Tsiakalos

Sarah Rucker

Café Manager

***Custodians***

Geraldine Sampson

Marc St. Jean

James Vaillancourt

Ben Pellerin

Neil Benoit

Charles Swift

Senior Custodian



**MONTACHUSETT REGIONAL TECHNICAL VOCATIONAL SCHOOL**

**1050 WESTMINSTER**

**ROAD, FITCHBURG 01420**



**2016 ANNUAL REPORT**

# **MONTACHUSETT REGIONAL TECHNICAL VOCATIONAL SCHOOL**

## **SUPERINTENDENT- DIRECTOR REPORT**

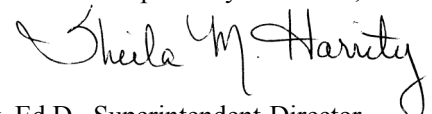
2015-2016 was an exceptional year at Montachusett Regional Vocational Technical School District. We celebrated “50 years of Excellence in Education,” and through a thoughtful and reflective marketing campaign, we were able to honor the school’s history and highlight the successes of our proud alumni and notable achievements of our current students. We launched a robust technology initiative, providing all teachers with technology and training in preparation for a whole-school Chromebook rollout in FY17. Talented students, faculty and staff earned countless awards and recognitions, making our district so very proud. And finally, the school began efforts to bring our 21<sup>st</sup> career and technical education program to the school – Veterinary Science. This work would not be possible without the contributions of the many talented educators and administrators here at Monty Tech – a team I am honored to lead in my role as Superintendent-Director. I am delighted to present the District’s 2015-2016 annual report to you, providing a snapshot of the wonderful experiences happening on a day-to-day basis here at Monty Tech, highlighting some of the year’s most notable achievements, including:

- Efforts to bring the school’s 21<sup>st</sup> vocational-technical program are well underway. After a careful review of workforce projections and student interest surveys, school administrators have begun the process to bring a Chapter 74 Animal Science program to the district, which will be open to students Fall 2017. This exciting STEM program will be housed in a state-of-the-art facility that boasts a classroom, science lab, grooming salon, and full-service veterinary clinic. In an unprecedented fundraising campaign, school administrators have raised an impressive \$1,975,461 in donations and in-kind matching services to support this project. With an overall cost of \$2,250,000, construction of the Monty Tech Veterinary Science Training Center and Community Clinic is in progress, providing tremendous hands-on learning opportunities to students in our Carpentry, Plumbing, Electrical, Cabinetmaking, HVAC, Masonry, and Welding trades.
- A unique partnership with Workers’ Credit Union has resulted in a full-service branch located on the school’s campus, and increased opportunities for students to develop authentic financial literacy skills while still in high school. Students studying in the school’s Business Technology program are being trained as bank tellers, preparing them for entry-level jobs in banking institutions across North Central Massachusetts, and financial literacy workshops are being integrated into the curriculum each year.
- Senior students in the school’s very popular Health Occupations program participated in the first year of an exciting new partnership between Monty Tech and Mount Wachusett Community College. This innovative high school-to-college collaboration, which embeds a comprehensive, college-level Emergency Medical Technician (EMT) training program into the senior year of study has resulted in a number of students earning EMT credentials, providing additional career pathways in the medical field for these talented program graduates.
- Students at Montachusett Regional Vocational Technical School continued to demonstrate high academic achievement. In the spring of 2016, Monty Tech’s passing rate on the MCAS English Language Arts exam was 100%, Mathematics 99%, and Biology 99%.

We are so proud of the educational programs offered here at Monty Tech, yet we continually strive to improve upon them. Collaborating with area colleges and universities, we are ensuring our curriculum and instruction are rigorous and relevant. Sharing best practices with vocational-technical colleagues from across the state – and nation – we give and take some of the best ideas, with one thing in mind – what is best for our students. And what is best, I believe, is preparing students for both college and career.

We hope you will find this report a comprehensive review of the quality education you have come to know and expect from Montachusett Regional Vocational Technical School. You may notice that each of the eighteen member cities and towns are reflected in this report, and that students performed services in almost every community last year. Providing our students with an opportunity to give back to the communities that support them – and support our school – is a pleasure.

Respectfully submitted,



Sheila M. Harrity, Ed.D., Superintendent-Director

### **Our Mission**

Every student will graduate from Montachusett Regional Vocational Technical School with the skills, knowledge, and abilities to be a productive and effective member of an ever-changing society.

### **Our District**

Montachusett Regional Vocational Technical School is a four-year career and technical high school serving the member towns of:

Ashburnham  
Ashby  
Athol  
Barre  
Fitchburg  
Gardner

Harvard  
Holden  
Hubbardston  
Lunenburg  
Petersham  
Phillipston

Princeton  
Royalston  
Sterling  
Templeton  
Westminster  
Winchendon

### **Leadership**

The leadership team at Montachusett Regional Vocational Technical School is comprised of ten talented administrators whose varied educational backgrounds, professional experiences, and areas of expertise contribute to the success of the school. Working collaboratively, and under the direction of the Superintendent and Principal, the team has been able to transform the school into one of the most sought-after high schools in North Central Massachusetts.

*Sheila M. Harrity, Superintendent-Director*  
*Tom Browne, Principal*  
*Dayana Carlson, Assistant Principal*  
*Tammy Crockett, Business Manager*  
*Pamela Pothier, Director of Technology*

*Christina Favreau, Director of Academic Programs*  
*Jim Hachey, Director of Vocational Programs*  
*Michael Gormley, Director of Facilities*  
*Katy Whitaker, Development Coordinator*  
*Victoria Zarozinski, Director of Student Support Services*

### **Enrollment**

On June 1, 2016, student enrollment at Monty Tech included 1,415 students in grades nine through twelve. Students are represented from every community in the district: Ashburnham (56), Ashby (32), Athol (85), Barre (37), Fitchburg (362), Gardner (143), Harvard (4), Holden (60), Hubbardston (70), Lunenburg (86), Petersham (3), Phillipston (19), Princeton (22), Royalston (18), Sterling (63), Templeton (103), Westminster (77), and Winchendon (150). The remaining 25 students were from out-of-district towns, including Ayer, Clinton, Dudley, Groton, Leominster, Orange, and Worcester.

Throughout 2015-2016, Monty Tech offered a variety of opportunities for students, parents, and community members to learn about and visit the school. In October 2015, approximately 700 district eighth graders participated in the annual "Tour Day" event. Students toured our twenty vocational-technical areas and learned about the school's challenging academic offerings and exciting athletic and extracurricular programs. Career Awareness Night offered interested students the opportunity to return in the evening with their family members to further explore the facilities and talk with staff members.

Each year, the Dean of Admissions conducts school visits, student interviews, and accepts applications for admissions. 2015-2016 proved to be an exceptionally busy year for her, as the school received 631

applications for admission. Of those, 575 were from students hoping to enter our incoming freshman class. The balance of the applications came from students hoping to enter the school as upperclassmen. Because there are only a limited number of students the school can accept each year, 338 freshmen and 3 upperclassmen were admitted.

The Vocational Interest Program (V.I.P.) offers area seventh and eighth grade students the chance to visit Monty Tech after school and participate in hands-on learning experiences across a variety of vocational/technical areas. The program continued to attract a large number of students during the 2015-2016 school year, serving approximately 600 area students.

#### **Class of 2016 Awards**

Members of the Class of 2016 were awarded approximately \$58,000 in scholarships. The Monty Tech Foundation generously provided \$46,000 in scholarships to graduating seniors, ranging in amounts of \$200 to \$2,000. The Foundation also awarded \$4,000 to the Practical Nursing graduates. Once again, local and state organizations, as well as generous individuals, continue to recognize the ability and potential of Monty Tech graduates in the form of financial donations. The School Committee, administration, faculty and graduates themselves are grateful for this support.

Articulation Agreements with local colleges also play an important role in helping reduce the cost of higher education. Qualified Monty Tech students are eligible to receive college credits through a number of articulation agreements with public and private colleges across the country. Approximately 61% of the graduating class of 2016 reported plans to enroll at either a 2-year college, a 4-year college/university, or a technical/trade school upon graduation. By earning college credits while still in high school, these students will benefit by saving both time and money as they pursue advanced educational programs.

#### **Financial Report**

In an effort to develop a cost-effective budget for the fiscal year 2015-2016, a great deal of effort was put forth by the School Committee, administration, and staff. The final fiscal year 2015-2016 Educational Plan totaled \$26,229,366, which represents a 2.3% increase over the 2014-2015 Educational Plan. The District's FY16 budget only exceeds the minimum spending required by Massachusetts General Law Chapter 70 by \$25,000 or .1%. The District was audited in October 2016 as part of the yearly financial audit by the accounting firm of Melanson, Heath and Co. from Greenfield, MA and a very good report is anticipated.

#### **Grants and Contracts**

Monty Tech continues to pursue grant funding on an annual basis. These funds help provide many educational and social services to the student population. For fiscal year 2016, state and federal grant sources provided the school with \$918,426. Programs funded by these grants include: Essential Health Services, Social Intervention and Mediation, Improving Teacher Quality, Special Education Services and Program Improvement, Title I Support, Perkins Occupational Education, and Marine Corp Junior Reserve Officer Training. The District also received a competitive grant for \$136,412 to purchase equipment for the anticipated new Veterinary Science Program. Using these allocation and competitive funds, the school was able to purchase a variety of instructional technology, equipment, and supplies to enhance the learning experience across both academic and vocational programs.

#### **Academic Achievement**

In 2015-2016, students at Montachusett Regional Vocational Technical School continued to demonstrate high academic achievement, earning commendable MCAS scores in English Language Arts, Mathematics and Biology. For spring 2016, Monty Tech's passing rate on the English Language Arts was 100%, Mathematics 99%, Biology 99%.

<b>English Language Arts</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
Students Tested	364	374	349
Passing	100%	100%	100%
Advanced/ Proficient	95%	96%	97%
Needs Improvement	5%	4%	3%
Failing	0%	0%	0%

<b>Mathematics</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
Students Tested	366	375	348
Passing	98%	98%	99%
Advanced/Proficient	84%	87%	82%
Needs Improvement	14%	11%	17%
Failing	2%	2%	1%

<b>Biology</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
Students Tested	351	347	345
Passing	99%	98%	99%
Advanced/ Proficient	74%	77%	78%
Needs Improvement	25%	21%	21%
Failing	1%	2%	1%

The District continues to make progress toward narrowing proficiency gaps. Students in all subgroups have met their progress and performance targets, securing the school's Level 1 Status distinction.

### ***Vocational Projects in the District Communities***

Unlike students in traditional, comprehensive high schools, students at Monty Tech are asked to put their education into practice on a daily basis. Students across the twenty different vocational-technical education programs are building homes, reconstructing damaged properties, repairing service vehicles, making walkways more accessible, and performing countless community services. The 2015-2016 school year was a busy one for our vocational educators, as each trade aimed to provide practical, hands-on learning experiences for our students, while helping to improve each of the eighteen member communities.

Auto Body Collision Repair Technology: The Monty Tech Auto Body program is led by a strong instructional team, always eager to enhance the program to benefit the students. This year instructor Michael Forhan revised the freshman curriculum to expand the detailing component, which has been met with great enthusiasm from students and clients alike. Freshmen and sophomores continue to earn industry recognized credentials, including the I-CAR Pro level one certification in refinishing and non-structural damage. This certification not only makes our program graduates more employable, it enables students to maintain the I-CAR gold class certification. Throughout the year, students detailed, repaired, and repainted vehicles, fulfilling more than seventy requests that included: an SUV police vehicle car for the Town of Winchendon, a wooden statue of Johnny Appleseed, and the antique playground fire truck for the Westminster Lions Club.

All freshmen achieved 10-Hour CareerSafe online certification for General Safety, two juniors earned co-operative education placements, demonstrating their technical skills in the workplace, and all senior students received an Environmental Protection Agency certificate. (Total enrollment: 62; 35 males, 27 females)

Automotive Technology: As in past years, the Automotive Technology program continues to service a variety of vehicles for faculty, staff, municipalities, and district residents. 2015-2016 proved to be a very busy year for the program, as more than four hundred vehicles were serviced by talented students and instructors. In addition to maintaining the school's fleet of vehicles throughout the year, students were asked to repair a Salvation Army disaster relief vehicle, and it was a pleasure to give back to this deserving organization. Students performed very well in the SkillsUSA state competitions, placing third, fourth, and fifth, with hopes to improve in the coming year. A total of five students participated in the Co-Op Program, applying their technical skills in real work settings. Finally, instructors are proud to announce three talented program graduates are working in shops in the area, demonstrating the skills they acquired at Monty Tech. (Total enrollment: 62; 50 males, 12 females)

Business Technology: Students in Monty Tech's Business technology program are seeing tremendous benefits to the new partnership with Workers' Credit Union. The opportunity to participate in teller training and financial literacy workshops has been met with great enthusiasm from our students, and the instructors continue to be grateful for this developing partnership. Four students were offered co-op placements with WCU during the 2015-2016 school year as bank tellers, and the two Seniors were offered employment upon graduation. Monty Tech Business Technology instructors, in collaboration with their post-secondary colleagues, have developed two articulation agreements, with Mount Wachusett Community College and New England Institute of Technology, which will provide qualified students with college credits at no cost to the student. Opportunities to demonstrate customer service, cash handling, and accounting skills are ever-present as the Business technology students successfully operate an in-house retail location and greenhouse. The program's instructional technology was updated to allow students to test on the most up-to-date version of Microsoft for their certifications. (Total enrollment: 72; 16 males, 56 females)

Cabinetmaking: Throughout 2015-2016, instructors and students completed a number of high profile projects that demonstrate the true talents and craftsmanship developed in this very popular program. Some of the more notable projects completed by students include: building the base for the Johnny Appleseed statue and delivering it to the terminal at Logan Airport for display; building and installing kitchen cabinetry for the Gardner Council on Aging; building kitchens and vanities for the school's house-building projects; building a storage cabinet for SkillsUSA; designing, building and installing a kitchenette for the Main Office; constructing cell phone cases for shops, as well as an office table, a display case and a brochure holder for the School of Continuing Education. Students and instructors also completed more than sixty additional projects throughout the school and surrounding communities. In an effort to increase access to our primary software program, Alphacam, the school added more licenses to our program, which has proven to be a tremendous benefit. A total of eleven students (three juniors and eight seniors) were placed in co-operative educational settings, where they could build upon the strong technical foundation they have attained at Monty Tech. (Total enrollment: 73; 50 males, 23 females)

Cosmetology: Monty Tech is pleased to introduce Emily Bedard, a talented new instructor in the school's popular Cosmetology program, who brings tremendous industry experience and expertise in the trade. 2015-2016 also brought added instructional initiatives, including the addition of the Hairmax computer system, which was updated and installed in all related classrooms so that students are now able to work and learn using this system. With a significant increase in the number of clients served this year, the program also generated an additional \$1,000, which will be used to fund the much-needed consumable products. In an effort to support the school's commitment to community service, the Cosmetology Juniors traveled to Heywood Wakefield Assisted Living Center to do manicures for the residents there, while the sophomore students offered services on the local front, during a successful staff appreciation day. Finally, it is with great pride that the Cosmetology Instructors announce that 100% of the senior students passed the Cosmetology State Boards earning licenses to practice. (Total enrollment: 89, 1 males, 88 females)



**Culinary Arts:** Monty Tech Culinary Arts students and instructors are always busy with the daily operation of the Mountain Room Restaurant, which is open for lunch from 11:30 am to 1:00 pm Monday through Friday. In addition to operating a full-service restaurant and bakery, serving 90-120 patrons daily, culinary students showcase their talents throughout the year, providing outstanding service at events that include the following: two Program Advisory Committee dinner meetings, four Monty Tech Foundation breakfasts, Monty Tech's Retirees holiday luncheon, a graduation reception, the Women in Technology event, Principal and Counselors Day, the Monty Tech homecoming dance, MAVA meetings and all School Committee meetings and sub-committee meetings. Community service opportunities for students are always a highlight, and this year our students prepared meals for the United Way's "Day of Caring" event, Our Fathers House, and NEADS events. Students also participated in the Montachusett Opportunity Council's "Taste of North Central" fundraiser. The program's greatest undertaking this year was the Annual Superintendent's Dinner fundraising event. Students worked side-by-side with some of the area's finest chefs, preparing a six-course dinner with extensive hors d'oeuvres for 380 guests. (Total enrollment: 96; 34 males, 62 females)

**Dental Assisting:** During 2015-2016, the Dental Assisting program introduced nineteen students to industry experience through externships, while ten students participated in affiliation, and one student earned a co-operative educational placement, working with an area dentist. All sophomore, junior, and senior students attended the Yankee Dental Convention in Boston, and learned about the most current trends and practices in the field. While the national pass rate for the Dental Assisting National Board (DANB) Infection Control Exam was 86% in FY15, the Monty Tech students far surpassed that rate with a 100% passing rate on the Infection Control exam. For the sixth consecutive year, Monty Tech welcomed Community Health Connections, a school-based dental hygiene program, whose goal is to provide dental services to students in need. Through this initiative, more than thirty students were examined by a dentist, had their teeth cleaned, and had sealants or temporary fillings applied as needed. Monty Tech Dental Assisting students were given hands-on, practical experience, as they assisted the staff from CHC during each dental procedure that was performed. (Total enrollment: 58; 5 males, 53 females)

**Drafting:** The 2015-2016 school year was a busy one for Drafting Technology students and instructors. A total of six students (one junior and five seniors) participated in the school's Co-Op Program, and four students advanced to the SkillsUSA state competitions. Instructors are pleased to report that a majority of the graduating seniors intend to pursue careers in the field of drafting. Like most programs in the school, the Drafting Technology program participates in a number of projects in and around the school. This year, Drafting students designed the preliminary architecture of the new Veterinary Science Training Center, completed plans for the plumbing program's storage shed, drew a layout of Riverside Cemetery in Winchendon, designed a new building sign for St. Bernard's in Fitchburg, designed and printed hundreds of signs and banners for various community organizations, planned and decorated the 50<sup>th</sup> Anniversary-themed Superintendent's Dinner, and created and installed signage throughout the building for the 2016 graduation, College Fair, School of Continuing Education, sports and drama clubs. (Total enrollment: 57; 36 males, 21 females)

**Early Childhood Education:** The Early Childhood Education program received three new Baby Care Parent Simulation dolls, each with car seat detections and temperature detectors. This added technology will assist instructors as they enhance lessons in infant and toddler safety. Several seniors and both instructors attended the Massachusetts Association for the Education of Young Children's Annual Conference. Students were delighted to support community service efforts, raising funds to support Lucy's Love Bus, an agency that provided grants for children with cancer that are not covered by health insurance. Students showered the Department of Children & Families with gifts and much needed supplies for foster families with emergency foster placements, raised funds for various causes including SkillsUSA Change for Children, adopted a Christmas Angel for a needy child from the Cleghorn Neighborhood Center, and contributed to the National Honor Society food and supplies drive. Instructors are proud to report that all graduates are pursuing careers and higher education related to the program - one is currently working in the field and the rest are enrolled in area colleges and universities in majors directly related to the field. (Total enrollment: 63; 1 male, 62 females)

**Electrical:** The Electrical program continues to be one of the busiest trades in the school. In 2015-2016, more than fifty work orders were completed throughout the building. The wiring of various equipment included: a new media blaster in welding, a television in cosmetology, replacing the fixture in the elevator, re-wiring the HVAC shop, wiring the new air conditioner in the Technology Department, and adding receptacles in the science room for new labs. In addition to wiring equipment, Electrical students performed numerous repairs of lights, outlets, computers, sensors, CATV jacks, and new data drops for computers. In addition to participating in the house building project in Ashburnham, upperclassmen students rewired a guard shack at the Westminster Crocker Pond, and the electrical shop motor lab was remodeled to incorporate twenty-four booths. Fifteen students earned co-op positions, and instructors are proud to announce that 60% of the graduating class entered electrical apprenticeships. (Total enrollment: 83; 69 males, 14 females)

**Engineering Technology:** The Monty Tech Engineering Technology program continues to further enhance the curriculum and instruction by improving upon the four Project Lead the Way course modules, and adding more Computer Integrated Manufacturing content into the already rigorous vocational-technical curriculum. Field Programmable Gate Array mini systems were purchased and integrated into the Digital Electronics curriculum. Engineering students performed well in SkillsUSA competitions, earning a number of top awards. At SkillsUSA at Districts, Monty Tech Engineering students received two gold, four silver, and four bronze medals. At SkillsUSA States, students earned two gold and one silver medal, and finally two top students traveled to Louisville, KY to compete at the National level in Mechatronics. The Freshman Exploratory Program yielded positive results for the program, with eleven first choice freshmen. The majority of the graduating class will continue their education in the engineering field. (Total enrollment: 48; 38 males, 10 females)

**Graphic Communications:** The Monty Tech Graphic Communications program is pleased to report that all graduating seniors were accepted to area colleges and universities. The program benefited from twenty-four new iMac Computers with Adobe CC software, and our lab was renovated to accommodate this wonderful new technology. Throughout the 2015-2016 school year, the shop continued to produce large quantities of print projects for district towns and community service organizations. This year, over three hundred print projects were completed, saving local organizations approximately \$145,000. Twenty-two freshmen chose Graphic Communications as their top program, and two additional students joined our program, resulting in a freshman class of 24 students. The future looks bright for the Monty Tech Graphic Communications program. Three students earned co-op placements. Our students continue to perform well in related SkillsUSA competitions, and earned four medals at the District event - one silver and one gold in Advertising and Design, one gold in Screenprinting, and one bronze medal in Digital Cinema Production. (Total enrollment: 90; 37 males, 53 females)

**Health Occupations:** The Health Occupations program at Monty Tech continues to educate a large number of students, providing a rigorous education grounded in current medical knowledge and practice. 2015-2016 was an exciting year for the program, as a new partnership with Mount Wachusett Community College enabled senior students to participate in an Emergency Medical Technician training program, earning eight college credits at no cost. The program is dedicated to providing all students with opportunities to earn industry-recognized credentials, and as a result, students also earn the following credentials: Occupational Safety and Health Administration (OSHA) 10-hour certification; Cardiopulmonary Resuscitation (CPR) and First Aid Certificate through the American Heart Association; and Certified Nursing Assistant License through the American Red Cross. This year, 94% of the senior students passed the National Healthcare Association (CCMA) exam. To support the students' desire to give back, a "Baby Shower" benefitting Battered Women's Resources, Inc. was held; students participated in Pediatric Day with the Early Childhood Education program and also raised \$700 for Special Olympics. (Total enrollment: 106; 10 males, 96 females)

**House Carpentry:** Most of the work done by the students and instructors in the Monty Tech House Carpentry program is done off-campus, completing renovations, buildings, and repair work for member communities. Some of the projects completed during the 2015-2016 school year include: building a two-story colonial home in Ashburnham for Montachusett Enterprise Center, Inc. (MEC), building two decks for a Habitat for



Humanity house project in Fitchburg, building a shed for the Monty Tech football team, building a storage shed for Thomas Prince School in Princeton, and building a hip roof for the Lunenburg Cemetery Commission mausoleum. Lally columns were installed in two separate buildings for the Winchendon Housing Authority, and three “Buddy Benches” were built and installed at the Crocker School in Fitchburg. Tent platforms for Treasure Valley Scout Reservation in Rutland, curved picnic tables and benches for the Town of Hubbardston, ten bluebird houses for Ashby senior citizens, a small library for Baker’s Grove Association in Westminster, picnic tables for Gardner Municipal Golf course, and numerous Adirondack chairs for non-profit organizations throughout the district were also built by the talented Carpentry students at Monty Tech. (Total enrollment: 68; 50 males, 18 females)

**HVAC & Property Maintenance:** The 2015-2016 school year was the first full year for the newly enhanced HVAC & Property Maintenance program, which is now aligned to the state frameworks more accurately. The program’s new name and added curriculum is expected to present our students with additional career pathways and opportunities to participate in a co-operative work environment. Employers are discovering that we have more to offer, and students are finding themselves with more employable skill sets. As the shop continues its enhancements to the HVAC portion of our program, we are now fully involved with six student work modules, as well as a full-size commercial air chiller unit. New tooling to accommodate these changes includes the acquisition of six new lockable storage cabinet workbench workstations. These stations are outfitted with the necessary tooling used in the refrigeration trade, complete with test meters and manifold gauge sets. Nine Seniors and six Juniors participated in the very popular co-operative education program. (Total enrollment: 64; 56 males, 8 females)

**Information Technology:** As with any school, Information Technology provides key services to the educational community. In addition to the critical in-house Help Desk services offered by the program, students and instructors performed in excess of 400 hours of repair, upgrading, and troubleshooting computer problems for Monty Tech community members. Some of our students compete in the Cyber Patriot event, a national high school cyber defense competition, founded by the Air Force Association. A team of eight students participated in the Fitchburg State University Programming Competition, placing 13<sup>th</sup>, 24<sup>th</sup>, and 25<sup>th</sup> out of 32 teams. Three seniors were out on Co-op, and all freshmen completed their Career Safe 10-Hour General Safety Certification. One senior and one junior developed websites for non-profit organizations - Gardner AARP and Monty Tech’s Greenhouse. Our students performed very well in District and State SkillsUSA competitions. In the District competition, two seniors were awarded gold medals in the 3D visualization & animation competition, two juniors earned the gold in the Information Technology Services competition, and two sophomores brought home gold and silver medals in Internetworking. At the state level, two talented juniors earned Silver medals in Internetworking. (Total enrollment: 63; 58 males, 5 females)

**Machine Technology:** The Monty Tech Machine Technology Program continues to prepare students to achieve Level 1 and Level 2 MACWIC (Manufacturing Advancement Center for Workforce Innovation Collaborative) certification. Through a beneficial relationship with the Massachusetts Manufacturing Extension Partnership, our instructors have access to high quality curriculum developed at WPI. Articulation agreements with Mount Wachusett Community College and Quinsigamond Community College were developed, which will save students time and money as they continue their education in the machining and manufacturing trades. Students completed a number of projects, including: engraving four hundred mirror frames, creating chocolate molds for the Superintendent’s Dinner gifts, engraving gifts for the Class of 1996 reunion, engraving a time capsule plaque for the Town of Ashburnham, and refurbishing the hallowed Thanksgiving Day trophy for Narragansett Regional High School and Murdock Middle High School. (Total enrollment: 58; 57 males, 1 female)

Masonry: Students and instructors in Monty Tech's busy Masonry program continued to focus on a number of community projects including: installing brick steps and tiles for the Montachusett Enterprise Center, Inc. (MEC) house project in Ashburnham, installing a walkway for the Town of Hubbardston, construction of a mausoleum for the Lunenburg Cemetery Commission, installing a block wall for Turkey Middle School in Lunenburg, and repointing brick and block windows for Town of Templeton Water Department. In Winchendon, our students replaced walkways at the Clark Memorial YMCA, repaired block walls for the Housing Authority, and started the Veteran's cemetery walkway. When the students weren't busy in our district communities, they were preparing for and competing in the Massachusetts Trowel Trades Association (MTTA) competition, where they earned top recognitions and awards. Instructors are proud to report that twelve freshmen students selected Masonry as their top choice for placement, and look forward to teaching and mentoring this next generation of talented Masons. (Total enrollment: 66; 52 males, 14 females)

Plumbing: The Monty Tech Plumbing program, like other trades throughout the school, is committed to community service. As a result, students and instructors completed projects for a single-family home in Ashburnham for Montachusett Enterprise Center, Inc. (MEC). Students were introduced to high-efficiency condensing and LP gas heating systems during this project, and successfully installed the gas piping for the home. In addition, the students returned to the Bresnahan Scout Center in Ashburnham to finish plumbing installations. On campus, students fixed leaks, cleaned drains, replaced a hot water heater, worked on water coolers, and repaired and maintained the plumbing system. A senior student was named Vocational Tech All-Star from the Plumbing, Heating and Cooling Contractors Association of Massachusetts, receiving tools and a scholarship for continuing his education in the plumbing licensure program. Another senior student won the Central Mass Plumbing & Gas Fitting Inspectors Association scholarship. Nine seniors and three juniors participated in the co-operative education program, gaining valuable work experience. Local plumbing companies have hired several graduates as plumbing apprentices. (Total enrollment: 75; 72 males, 3 females)



Welding/Metal Fabrication: The 2015-2016 school year brought the welcome addition of a third instructor to the Monty Tech Welding/Metal Fabrication program. A number of projects were successfully completed on the Monty Tech campus, and more than eighty projects benefiting the eighteen cities and towns in the Monty Tech district were completed by our talented students. Perhaps the most notable accomplishment is the installation of a twenty-one ft., multi-section statue for the Fitchburg Art Museum, which is the focal point to their main entrance. Students also repaired railings for Lunenburg Middle School, and a light post, railings, and a mailbox for Sterling Municipal Light Department. They also fabricated and welded a time capsule for Mountview Middle School in Holden, and fabricated and welded stainless steel counter tops for Gardner Council on Aging.

A new curriculum was implemented, bringing lessons in pipe welding to senior students and CAD design with the Torch-Mate CNC plasma table to junior students. Instructors are proud to report that six seniors participated in the co-operative education program, demonstrating their strong technical skills, and five of those students continued their work with their employers post-graduation. (Total enrollment: 62; 48 males, 14 females)

### **Student Support Services**

During the 2015-2016 school year, Montachusett Regional Vocational Technical School District provided special services to approximately three hundred and fifteen students – measuring progress of over two hundred students on Individual Education Plans (IEPs) and just under one hundred students adhering to individualized Section 504 plans. While the Student Support Services (SSS) Department encompasses special education, the department provides support and is available to all Monty Tech students.

The department includes a full-time nursing staff that administers medications, performs state-mandated health screening exams, and provides, when necessary, health information to the special education team for a student's IEP meeting. The department benefits from a full-time school social worker who participates in departmental meetings and assists students who have needs concerning finances, family issues, homelessness, maternity, health issues, and proper food and clothing. The school is also fortunate to have on staff a full-time psychologist, whose role it is to evaluate all students referred for an initial evaluation or who require a three-year re-evaluation. In addition, we have a full-time speech language pathologist, who is available to assist students with disabilities, assess these students and consult with teachers. Our students also have access to the services of a full-time adjustment counselor and part-time school psychologist. All of these individuals are available for scheduled counseling sessions and mental health emergency treatment, as well as crisis intervention.

The school's Director of Student Support Services oversees the District's Special Education Program, which is reviewed annually in May, in accordance with regulatory requirements. The comprehensive review and evaluation are done in collaboration with the Parent Advisory Council, and the results of the evaluation are used to improve the special education procedures and programs in place at Montachusett Regional Vocational Technical School.

### **Technology**

In 2015-2016, the Monty Tech Technology Department completed a three-year technology plan and review, in preparation for a whole-school Chromebook roll-out in FY17. Training efforts continued throughout the year, to ensure teacher capacity in the Google for Education platform.

A sophisticated Liebert air conditioning system was installed in the Main Distribution Facility (MDF) to maintain constant temperature and humidity supporting the growing demands of the MDF.

Three Chromebook mobile labs were added to the fleet of mobile computer labs that circulate among classrooms providing the students with modern technology. A self-service LobbyGuard kiosk system was implemented that manages visitors to the building and increases school safety measures. The cafeteria received an upgrade to their POS system, utilizing advanced technology in school nutrition and meal planning. Candidates for free and reduced lunch may now complete an application online, managing payments and fees using this new online system. Finally, in preparation of the anticipated 2016-2017 Chromebook roll-out, the technology staff was reorganized. Duties were reallocated among staff and leadership, transitioning to a more efficient department. New systems and policies are continually being researched to support this initiative.

### **SkillsUSA**

SkillsUSA is a partnership of students, teachers and industry working together to ensure America has a skilled workforce. Through our association with SkillsUSA, our students develop job skills, leadership and professional skills, as well as provide community service. The 2015-2016 school year was an extraordinary one for our chapter of SkillsUSA. The students met the challenges of districts, performed well at states and prepared for the National Conference. They also conducted several community service projects and raised money for various deserving charities. Serving as co-advisors were Kelsey Moskiwitz, English Instructor, Anne Marie Cataldo, Early Childhood Education Instructor, and Brad Pelletier, Special Education Instructor. Highlights of the year include:

In September 2015, forty-one students applied and were accepted to form the Monty Tech SkillsUSA Leadership Team. After two leadership training sessions, seven officers were elected.

In November 2015, sixteen students, consisting of chapter officers and Leadership Team members attended the Annual Fall State Leadership Conference, where they participated in workshops and leadership exercises and performed community service at an area YMCA Day Camp.

The SkillsUSA local competitions took place November 2015, and on December 18<sup>th</sup>, the students learned who would advance to the next round of competition.

A total of forty-seven medals were captured at the District Competition held in March 2016 at Bay Path Regional Vocational Technical School: fourteen gold, sixteen silver and seventeen bronze medals. Outstanding student Grace Kirrane qualified to run for the State Executive Council, as well.

Olivia Houle, a junior in the Welding program, was selected to serve on the State Advisory Committee to help aid in the planning of the State Conference.

Thirty-four district medalists and qualifiers, nine local leadership and occupational related event contestants, one state officer candidate and nineteen voting delegates for a total of sixty-three students attended the State Leadership and Skills Conference, held in April 2016 at Blackstone Valley Vocational Technical School. There, seven students were awarded gold medals, and earned the right to compete at the very competitive National Leadership & Skills Conference held in late June.

Nine students and six instructors attended the National Leadership & Skills Conference in Louisville, KY in June 2016. There, Taylor Sadowski, a graduate from the Health Occupations program, earned a silver medal in the Medical Assisting contest.

In August 2016, Grace Kirrane attended the SkillsUSA Massachusetts state leadership training where she was elected to serve as the SkillsUSA Massachusetts State Vice President.

### **Marine Corps JROTC**

The Monty Tech Marine Corps Junior Reserve Officer Training Corps (MCJROTC) had a sensational school year. All program objectives for the 2015-2016 school year were achieved, most notable was the JROTC Cyber Security Team, led by First Sergeant Paul Jornet and Information Technology Instructor Richard Duncan, once again capturing national recognition by placing fourth overall in the Air Force Association's National Cyber Security Competition held in Baltimore, MD.

The 2015-2016 Corps of Cadets completed over eighty-eight hundred hours of community service throughout the district. The corps conducted a major canned food drive, worked side-by-side with the Marine Corps Reserve in a national Toys 4 Tots campaign, and spent five weekends working with the local Salvation Army helping to raise over \$25,000 for needy families. The cadets conducted their annual 10 mile “March-A-Thon” to support NEADS (National Education of Assistance Dogs Services) from Princeton, MA, raising \$20,000 for their Service Dogs for Veterans program.

Seventy Monty Tech cadets attended a leadership camp at Prince William Forest, in Quantico VA. The camp provided cadets with individual and team development opportunities, as well as the opportunity to visit our nation’s capital and many other historical sites.

During the summer of 2016, our Cadet Cyber Team was again asked to support a Cyber STEM camp for the National Marine Corps JROTC program. The Cyber Team coordinated the 8-day camp that focused on defending cyber networks from attacks. The camp also offered an introduction to robotics programming using the VEX Robotics System. The camp was attended by 200 students, representing twenty-two states.

The Monty Tech JROTC program once again was awarded the designation of Marine Corps Honor School by the Commanding General Marine Corps Training & Education Command. Only ten percent of Marine Corps JROTC programs nationwide receive this recognition. The selection was based on several criteria, including cadet citizenship, the percentage of cadets involved in student government organizations, the number of cadets active in school activities and clubs, the number of community service hours for the unit as a whole and per cadet, the number of organizations assisted by the unit, and scholastic achievements including the number of academic awards and scholarships given to cadets. The units were also measured by participation in public affairs events, drill team competitions, rifle team competitions, physical fitness team competitions, and field trips.

Because of this prestigious status, Monty Tech’s Senior Marine Instructor has the authority to make nomination recommendations to the U.S. Naval Academy, U.S. Air Force Academy, and the Military Academy at West Point under the Honor School Category.

### **Women in Technology**

Monty Tech is one of the original members of the North Central Massachusetts Women In Technology Program, and the 2015-2016 school year marked the school’s 14<sup>th</sup> year in this innovative school-to-business partnership. The highly successful collaborative program continues to grow with membership comprised of students from six area high schools. Its mission is to encourage female students to explore well-paying careers in the fields of business and technology. Participants spend two days a month, working on real-world work projects under the mentorship of company managers at SimplexGrinnell and Tyco Safety Products in Westminster, subsidiaries of Tyco International, a Fortune 500 company.

The program has been so successful in its mission of providing a proven pathway to corporate America, that it was recently recognized as one of the region’s premier experience-based educational programs of its kind. Affiliation with the program, and skills acquired through participation, open doors to career opportunities not otherwise available to high school students. Graduates of the program are also equipped with a foundation to better meet the challenges of an ever-changing and demanding work force.

Each year, graduates of the program go on to rewarding and well-paying careers, made possible by this unique experience.

## *Student Athletics*

The Monty Tech athletic program continues to expand in scope and skill each year. This past year we set a new high for the number of student/athlete participants, with forty-five teams and more than six hundred participants. Seventeen teams competed in fall 2015, fourteen during the winter season, and another fifteen teams represented the school in spring 2016.

Last fall, the Varsity Football team had their best season ever as they went 10 – 2 and won the State Vocational Large School Championship. The JV Football team had a good overall season and competed every game. The Freshmen Football team was 1 – 7 - 1. The Varsity Boys Soccer team finished at 14 – 6 and qualified for the post-season tournament, finishing second in the Colonial Athletic League with an 8 – 3 record. The JV Boys Soccer team finished their season with a record of 9 – 6. The Varsity Golf team was 4 – 12, while the JV Golf team played in three tournaments, gaining valuable experience on the links. The Varsity Field Hockey team was 17 - 1 - 2, qualifying for the Central Mass Tournament for the sixth consecutive year. They beat Grafton, 3 – 0 but lost to Lunenburg 1- 0 in an excellently played game. They won the Colonial Athletic League Championship with a 10 – 0 - 2 record. The JV Field Hockey team finished their season with a record of 5 – 2 – 1. The Boys Cross Country team was 9 - 4 and finished 4<sup>th</sup> in the CAL. The Girls Cross Country team was 3 – 5 overall and also finished 4<sup>th</sup> in the Colonial Athletic League. The Varsity Girls Volleyball team went 7 – 13, and during their busy season held a successful Bump-Set-Spike competition, raising more than \$3,000 to fight Breast Cancer. The JV Girls Volleyball team was 11 – 9, while the Freshmen Girls team continued to improve with a 7 – 10 record. The Varsity Girls Soccer team was 11 – 7 – 1 and qualified for the post-season, where they lost to Bromfield 5 – 0. The JV Girls Soccer team finished at 7 – 4 - 2 and will send some fine players to the varsity next year.

The Girls Varsity Basketball finished at 14 – 7 on the season, qualifying for the post-season tournament where they lost to an impressive Millis team. The JV Girls were 18 – 0 and will send some fine players up to the varsity next year, and the Freshmen Girls finished the season with a 9 – 5 record. The Varsity Boys Basketball team finished at 15 – 8 and qualified for both the State Vocational Tournament and the Districts. They lost to Worcester Tech in the first round of the Vocational Tournament and beat Bethany Christian in the first game of the Districts before losing to Hopedale in the quarterfinals. The JV Boys Basketball team was 13 – 8, while the Freshmen Boys ended the season 4 – 12. The Boys Ice Hockey team finished at 9 – 8 - 3 and qualified for the District Tournament, and can expect some impressive JV team members to move up and strengthen the program next season. Both Boys and Girls Indoor Track & Field participated in the Dual Valley Conference in 2016, where the boys were 4 – 4 and the girls finished with a 1 – 7 record.

In the spring, the Varsity Softball team qualified for the Central Mass Tournament for the 23<sup>rd</sup> consecutive year with a 13 - 7 record. They advanced to the Semi-Finals, but fell to Uxbridge. Coach Reid won his 600<sup>th</sup> game during this season, his 43<sup>rd</sup> year at Monty Tech. Coach Reid was also selected as the Massachusetts Softball Coach of the Year. The JV Softball team ended their season 5 – 10. The Varsity Boys Volleyball team was 19 – 4 and 12 – 0 in the Colonial Athletic League, winning the league Championship and qualifying for both the State Vocational and District Tournaments. They advanced to the State Vocational Tournament Finals, but fell to Greater New Bedford Regional Vocational technical High School 3 – 0. The Varsity Baseball team finished at 11 – 9, winning the Colonial Athletic League Small School Championship. The JV Baseball team was 8 – 8 and the Freshmen Baseball team was 2 – 8. The Boys Track & Field team was 8 - 2, finishing 3<sup>rd</sup> in the Colonial Athletic League, while the Girls Track & Field team ended the season with a record of 8 – 4, placing 5<sup>th</sup> in the Colonial Athletic League. The Varsity Boys Lacrosse team played in nineteen games, finishing the season with a 9 – 10 record, missing the playoffs by only one game, and finishing 2<sup>nd</sup> in the Colonial Athletic League. The JV Boys Lacrosse was 11 – 6 – 1, as we look to the future.

Congratulations to the Outstanding Male and Female athletes for 2015-2016, Kyle Morris and Kaitlyn MacAlister. Dave Reid, Monty Tech's long-time Athletic Director, also received the prestigious "John Young Award" from MIAA for his outstanding contribution and service to high school athletics throughout his forty-three years of service.

## **Monty Tech School of Continuing Education**



The Monty Tech School of Continuing Education continues to update and add courses that emphasize a commitment to excellence by offering affordable, quality, and enjoyable educational experiences. For the fall of 2015, Monty Tech offered 67 classes with 667 registrations, and during the Spring 2016 semester, there were 66 postgraduate and continuing studies courses, with 609 registrations.

The program, now under the leadership of Director Mary May-Lucchese, is looking forward to expanding the number of small business partnerships and increasing the number and quality of personal enrichment classes - sewing, knitting, acrylic painting and sculpting, to name a few. In addition, the Director has almost doubled the catalog distribution from 80,000 to 155,000 copies, and modified the saturation market to provide the popular evening programs with additional exposure.

The School of Continuing Education is also looking forward to introducing a new software program with robust reporting features and a very intuitive student and instructor portal. This web-based software enhancement is critical to the program and very high on our list of priorities. The new online registration feature will, no doubt, be received positively by students and instructors alike.

Spring 2017 will see our new ESL Beginner 1 and Beginner 2 courses come to fruition. These courses, coupled with our career and certificate classes, speak directly to course combinations that provide our community members an opportunity to grow, evolve and take their new skill set to the workforce.

The success (and sustainability) of an adult education program is based on hiring quality instructors and meeting the needs of the community. We are in line to accomplish both! Our goal in the coming year includes increasing our adult education course offerings, with a concentration on career programs. Stay tuned for Pharmacy Technician, Medical Billing and Coding, Auto Damage Appraiser and Apprenticeship opportunities at the Monty Tech School of Continuing Education.

### **Practical Nursing Program**

The Practical Nursing Program is designed to prepare graduates to practice safely, ethically and in a caring manner for patients who are experiencing common variations in health status in diverse health care settings. This mission which is consistent with the philosophy and goals of the Montachusett Regional Vocational Technical School District accomplishes the following:

- Identifies a strong relationship between academic and vocational preparation
- Stresses the importance of developing critical thinking skills to function safely, effectively, and productively in an ever-changing technical and diverse society
- Supports the maintenance of a positive and caring learning and practice environment

The above mission and philosophy were met by the Practical Nursing program by several different methods.

On June 23, 2016, a graduating class of 32 students completed the Practical Nursing Program and entered the nursing profession. The class achieved an initial NCLEX pass rate of 91%, with 29 of the 32 graduates achieving 100% pass rate for the NCLEX-PN exam. Three graduates are waiting to sit their NCLEX-PN exam. 94% of the 2016 graduates are currently employed in the health care profession throughout Massachusetts, and many are working within the eighteen cities and towns of the Monty Tech school district as LPNs in various health care settings, ranging from long term care, sub-acute care to mental health facilities.

The Monty Tech Practical Nursing Program continues to develop the “LPN to BSN Bridge” relationship with Fitchburg State University. Several 2016 graduates are pursuing seats in the LPN to BSN program at FSU and will be continuing their education to the Bachelors in Nursing. Many present class applicants cited as their attraction to Monty Tech as the opportunity to complete a ten-month accelerated program and then bridge to Fitchburg State University.

Monty Tech Practical Nursing students are now completing patient scenarios in the Sim Lab on a weekly basis in Term 2 and Term 3. The Faculty Sim team has implemented National League of Nursing (NLN) patient scenarios consistent with our curriculum frameworks and have also utilized the Sim lab setting to instruct students in developing nursing skills that they may not be experiencing in the clinical setting. Instructors have successfully developed a pediatric patient scenario that is consistent with present student learning outcomes and the clinical pediatric setting.

The Practical Nursing Program Faculty implemented new student learning outcomes across the curriculum adopted from the Massachusetts Board of Higher Education Nurse of the Future Initiative LPN Competencies. The competencies have been recognized nationally as being consistent with current LPN practice. The Faculty will assess the revised student learning outcomes and our content to assure consistency with the new NCLEX-PN Detailed Test Plan that will be released in March 2017.

The class of 2016 performed a community service project adopting a Monty Tech family in need referred by Student Support Services. The nursing students purchased holiday gifts and food for the family, making sure they were consistent with the family’s requests or needs.

With an eye toward the program’s future, forty-seven applicants were accepted to the Class of 2017, and forty-five students enrolled and will continue in the tradition of high-quality practical nursing preparation.

### **Looking Ahead**

While the Montachusett Regional Vocational Technical School District educational community is certainly proud of the achievements of our talented students, faculty, and staff, we continue to have an eye toward the future, always committed to improving our vocational and academic programming, strengthening key partnerships, and maintaining facilities that contribute to student success and achievement. As we look ahead, there are a number of programs and initiatives that we expect will have a positive impact on our school and students for years to come.

Expand partnerships with area businesses: The Machine Technology program at Monty Tech has a long history of successfully placing students in machine and manufacturing shops in the area. Program instructors work closely with a nineteen-member program advisory committee to ensure instruction and training equipment aligns with current industry standards, and welcome their guidance in this regard. With an eye toward expanding opportunities for students interested in pursuing occupations in this high-demand industry, program partner L. S. Starrett Company has suggested adding lessons in quality control and metrology to the existing curriculum. Program instructors anticipate reconfiguring the instructional space to bring in updated equipment, and will also add two industry-recognized certification exams to the curriculum. By standardizing metrology instruction and providing students with opportunities to earn additional credentials, program instructors are ensuring Monty Tech Machine Technology students are poised for a successful school-to-work transition upon graduation.

Expand partnerships with area colleges and universities: Monty Tech students currently benefit from a number of articulation and dual enrollment agreements with surrounding post-secondary partners.



In the coming years, we hope to expand those opportunities in two vocational-technical areas: Information Technology and Early Childhood Education. By the end of 2016-2017, Monty Tech Information Technology instructors will submit an articulation request to MWCC officials, to determine how our curriculum may align with MWCC's Computer Information Systems Transfer Track (CIT) program. Additionally, instructors in Monty Tech's Early Childhood Education program will continue discussions with Fitchburg State University officials, exploring the potential of embedding one college-level course into the senior year curriculum. School officials continue to discuss the merits of aligning curriculum, securing appropriate adjunct professor credentials, and costs associated with tuition and fees for the agreed upon course.

Expand Access to Instructional Technology: A Monty Tech education is effective because efforts are made to continually assess our programming, instructional equipment, and our educational resources. Through this assessment, it has become clear that while so many students have access to technology away from the school, many do not. It is important, then, to arm every student with the tools necessary to succeed not only in the workplace, but in the classroom, as well. The district is pleased to announce a whole-school technology initiative, culminating in a September 2016 Chromebook distribution to each of our 1,435 students. It is our hope that these devices will support learning, increase and streamline communication with teachers, and promote collaboration among student peers.

Expand vocational-technical educational opportunities: As you know, Montachusett Regional Vocational Technical School is home to twenty vocational-technical programs, and currently serves over 1,400 students from eighteen cities and towns in North Central Massachusetts. We are so proud of our students and accomplishments, and every year we strive to provide only the best educational programs, both academic and vocational, to each and every student. As we review our student demographic, the regional workforce data, and feedback we have received from students interested in attending our school, we consider the benefits of adding new vocational programs. We are pleased to announce that Monty Tech is bringing our 21<sup>st</sup> program to the school – Animal/Veterinary Science. The new program, open to students Fall 2017, will respond to much-needed workforce training and community services, and will effectively prepare students to enter both college and career pathways upon graduation.



### **The Monty Tech School Committee**

The Montachusett Regional Vocational Technical School District Committee is comprised of twenty-two dedicated individuals, whose expertise proves invaluable in advising the district's operations, policies, and procedures.

Our students continue to benefit from the broad scope of their experiences and varying perspectives, and we are thankful to the following members of the 2015-2016 School Committee for their outstanding service.

Barbara Reynolds, Lunenburg  
*Chair*

Brian J. Walker, Fitchburg  
*Vice Chair*

Diane Swenson, Ashburnham  
Peter Capone, Ashby  
Toni L. Phillips, Athol  
Whitney Marshall, Barre  
Claudia Holbert, Fitchburg  
Brian J. Walker, Fitchburg  
Dr. Ronald Tourigny, Fitchburg  
Leroy Clark/ Melanie Weeks, Fitchburg  
Helen Lepkowski/ James S. Boone, Gardner  
Eric D. Commodore, Gardner  
TBD, Harvard

James Cournoyer, Holden  
Kathleen Airoidi, Hubbardston  
Edward Simms, Petersham  
Eric Olson, Phillipston  
John P. Mollica, Princeton  
Mary C. Barclay, Royalston  
Dr. Kenneth I.H. Williams, Sterling  
James M. Gilbert, Templeton  
Ross Barber, Westminster  
Burton E. Gould, Jr., Winchendon

Terri Hillman, Gardner  
*Secretary*

Norman J. LeBlanc  
*District Treasurer*

Respectfully Submitted By:  
Sheila M. Harrity, Ed.D.  
Superintendent-Director  
Montachusett Regional Vocational Technical School  
December 14, 2016

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**Montachusett Regional Vocational Technical School**  
**1050 Westminster Street**  
**Fitchburg, MA 01420**  
**(978) 345-9200**  
[www.montytech.net](http://www.montytech.net)

## ***TOWN CLERK***

## **VITAL RECORDS REPORT**

AT THE RECOMMENDATION OF THE REGISTRY OF VITAL RECORDS AND U.S. DEPARTMENT OF STATE AND FOR THE SAFETY AND SECURITY OF THE RESIDENTS OF TOWN, NAMES OF INDIVIDUALS HAVE BEEN ELIMINATED AND INSTEAD THE NUMBER OF OCCURANCES OF EACH BIRTH, MARRIAGE AND DEATH ARE TOTALLED FOR THE YEAR.

DURING 2016 THE TOWN CLERK RECORDED THE FOLLOWING:

BIRTHS- 107

DEATHS- 79

MARRIAGES- 42

## **TOWN MEETING EXCERPTS**

### **Annual Town Meeting – May 5, 2016**

**The Annual Town Meeting was called to order at 9:05 A.M. in the Lunenburg High School Auditorium (it was noted that this is the last town meeting to be held in the Cushing Auditorium as the new Middle/High School will be completed soon) a quorum was declared present and the warrant noted as being properly served. We pledged allegiance, the Moderator went over the rules of conduct and also noted a conflict with Article 45 relative to the Water District (he is Moderator for the District) and would appoint Tom Bodkin to serve as Moderator for that article.**

**ARTICLE 1.** To see if the Town will vote to re-authorize in accordance with MGL Chapter 44, §53E½, the Ambulance Billing Revolving Fund. The purpose of this fund will be to cover the cost associated with compensating third party advanced life support companies and third party billing companies that contract and supply services to the Town. Five percent (5%) of the total revenue generated by ambulance services rendered and 100% of the revenue generated by Advanced Life Support services rendered shall be deposited into said revolving fund. The proceeds of said Revolving Fund shall be expended by the Fire Department without further appropriation for the sole purpose of reimbursing the aforementioned companies for services rendered to the Town; expenditures from the revolving fund may not exceed \$65,000 during the fiscal year without the approval of the Board of Selectmen and Finance Committee or take any other action relative thereto. (Submitted by Fire Chief) Board of Selectmen recommends approval. Finance Committee recommends approval. **VOTED UNANIMOUS CONSENT**

**ARTICLE 2.** To see if the Town will vote to re-authorize in accordance with MGL Chapter 44, §53E½, the Timber Rights Revolving Fund, such fund to be redited with the proceeds of sale by the Conservation Commission of the rights to harvest timber; funds in the account to be expended for the acquisition of land for conservation purposes and associated costs of such acquisitions, including but not limited to appraisals and payment of accrued taxes; such funds may also be expended for improvements on land already under the custody and control of the Conservation Commission; the Conservation Commission may expend such funds without further appropriation; expenditures from the revolving fund may not exceed \$10,000 during the fiscal year without the approval of the Board of Selectmen and Finance Committee; or take any other action relative thereto. (Submitted by Conservation Commission) Board of Selectmen recommends approval. Finance Committee recommends approval. **VOTED UNANIMOUS CONSENT**

**ARTICLE 3.** To see if the Town will vote to re-authorize in accordance with MGL Chapter 44, §53E½, the Custodial Special Detail Revolving Fund, for the purpose of paying special detail salaries for outside functions. Charges and money received from outside organizations in connection with this program are to be deposited in said revolving fund and expended by the Lunenburg School Committee without further appropriation for the sole purpose of paying personnel for hours worked. Said revolving account expenditures shall not exceed \$13,000 per year without the approval of the Board of Selectmen and Finance Committee; or take any other action relative thereto. (Submitted by School Committee) Board of Selectmen recommends approval. Finance Committee recommends approval. **VOTED UNANIMOUS CONSENT**

### **Annual Town Meeting – May 5, 2016**

**ARTICLE 4.** To see if the Town will vote to re-authorize in accordance with MGL Chapter 44, §53E½, the Green Thumb Revolving Fund, to support the Green Thumb Program at Lunenburg High School. Fees, charges, and money received from sales of items in connection with this program are to be deposited in this Revolving Fund Account and expended for the operation of this program by the Lunenburg School Committee without further appropriation; said revolving account expenditures shall not exceed \$5,000 per year without the approval of the Board of Selectmen and Finance Committee; or take any other action relative thereto. (Submitted by School Committee) Board of Selectmen recommends approval. Finance Committee recommends approval. **VOTED UNANIMOUS CONSENT**

**ARTICLE 5.** To see if the Town will re-authorize in accordance with MGL Chapter 44, §53E½, the Library Revolving Fund, to receive funds from library fines and penalties, said funds to be expended by the Trustees of Lunenburg Public Library for the purchase of library and information materials and document information and electronic data delivery. Expenditures from the revolving fund may not exceed \$12,000 during the fiscal year without the approval of the Board of Selectmen and Finance Committee; or take any other action relative thereto. (Submitted by Library Director) Board of Selectmen recommends approval. Finance Committee recommends approval. **VOTED UNANIMOUS CONSENT**

**ARTICLE 6.** To see if the Town will vote to re-authorize in accordance with MGL Chapter 44, §53E½, the Council on Aging/Montachusett Area Regional Transit (MART) Elderly Transportation Revolving Fund; the operation of said account shall be conducted by the Council on Aging, and the Senior Center Director; funds in this account shall be spent on the dispatch, operation, maintenance and record keeping of the MART vehicles for the elderly transportation program; all receipts resulting from MART reimbursements shall be credited to this account; said revolving account expenditures shall not exceed \$45,000 per year without the prior approval of the Board of Selectmen and the Finance Committee; or take any other action relative thereto. (Submitted by Council on Aging) Board of Selectmen recommends approval. Finance Committee recommends approval. **VOTED UNANIMOUS CONSENT**

**ARTICLE 7.** To see if the Town will vote to hear and/or accept the regular written reports of the Town Officers and Committees; or take any other action relative thereto. (Submitted by Board of Selectmen) Board of Selectmen recommends approval. Finance Committee reports no direct financial impact. **VOTED UNANIMOUSLY** (to accept and heard report about the closing of the high school)

**ARTICLE 8.** To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money for payment of prior year expenses; or take any other action relative thereto. (Submitted by the Town Accountant) Board of Selectmen and Finance Committee to make recommendations at town meeting. **VOTED TO PASS OVER.**

## **Annual Town Meeting – May 5, 2016**

**ARTICLE 9.** To see if the Town will vote to appropriate and transfer from available funds, all sums of money necessary to amend the amounts voted for the Town's FY'2016 Budget, under Article 15 of the May 2, 2015 Town Meeting; or take any other action thereto. (Submitted by Town Manager) Board of Selectmen and Finance Committee to make recommendations at town meeting. **VOTED UNANIMOUSLY** to transfer from Line 13/Reserve Fund, the sum of \$75,000.00; and from Line 14/Unemployment Expense, the sum of \$10,000.00; and to transfer to Line 13A/Salary Reserve Fund, the sum of \$15,000.00, and to Line 30/Legal Expenses, the sum of \$60,000.00; and to Line 49/Wiring Inspector, the sum of \$10,000.00; to amend the amounts voted under Article 15 of the May 2, 2015 Annual Town Meeting.

**ARTICLE 10.** To see if the Town will vote to transfer from available funds, the sum of Ten Thousand Dollars (\$10,000.00) to fund a market analysis of municipal buildings (Brooks House, Ritter Memorial, Town Hall & Old Primary); or take any other action relative thereto. (Submitted by the Building Reuse Committee) Board of Selectmen recommends approval. Finance Committee recommends approval. **VOTED UNANIMOUSLY** to transfer from Article 15 of the 5/2/15 Annual Town Meeting – Line 13/Reserve Fund, the sum of \$10,000.00; to fund a market analysis of municipal buildings (Brooks House, Ritter Memorial, Town Hall and Old Primary buildings) in FY16.

**ARTICLE 11.** To see if the Town will vote to raise and appropriate or transfer from available funds, \$3,611.32 to fund the first year of the FY15, FY16 & FY17 Lunenburg Professional Firefighters PFFM, Local 4358A Collective Bargaining Agreement dated July 1, 2014 to June 30, 2017; or take any other action thereto. (Submitted by Town Manager) Board of Selectmen recommends approval. Finance Committee recommends approval. **VOTED UNANIMOUSLY** to transfer from Article 15 of the 5/2/15 Annual Town Meeting – Line 13A/Salary Reserve Fund, the sum of \$3,611.32; to fund the first year of the FY15-FY17 Lunenburg Professional Firefighters PFFM, Local 4358A Collective Bargaining Agreement dated July 1, 2014 to June 30, 2017.

**ARTICLE 12.** To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to fund the first year of the FY16, FY17 & FY18 Public Employees Local Union 39 of the Laborers' International Union of North America Collective Bargaining Agreement dated July 1, 2015 to June 30, 2018; or take any other action thereto. (Submitted by Town Manager) Board of Selectmen and Finance Committee to make recommendations at town meeting. **Article 12 was PASSED OVER.**

**ARTICLE 13.** To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to fund the first year of the FY17, FY18 & FY19 Police Officers Collective Bargaining Agreement dated July 1, 2016 to June 30, 2019 with IBPO Local 353, AFL-CIO; or take any other action thereto. (Submitted by Town Manager) Board of Selectmen and Finance Committee to make recommendations at town meeting. **Article 13 was PASSED OVER.**

**Annual Town Meeting – May 5, 2016**

**ARTICLE 14.** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money for the FY 2017 Capital Plan, as appearing in the Capital Planning Committee Report, or take any action relative thereto. (Submitted by the Capital Planning Committee) Board of Selectmen recommends approval. Finance Committee recommends approval. **VOTED UNANIMOUSLY** to raise and appropriate the sum of \$349,023.05 and to transfer the sum of \$1,369.59 from Article 16 of the May 5, 2012 Annual Town Meeting; and \$2,364.70 from Article 14 of the May 4, 2013 Annual Town Meeting; and \$12,817.66 from Article 14 of the May 3, 2014 Annual Town Meeting; and \$3,900.00 from Article 14 of the May 2, 2015 Annual Town Meeting; and transfer from Free Cash the sum of \$250,000.00 for a total appropriation of \$619,475.00 to fund the FY17 Capital Plan, as appearing in the Capital Planning Report.

**ARTICLE 15.** To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to defray the charges and expenses of the Town for FY2017 and to fix the salaries and compensation of all elected officials of the Town and any other items included in the budget of the Town Manager; or take any other action thereto. (Submitted by Town Manager) Board of Selectmen and Finance Committee recommend approval of \$33,802,328. **VOTED UNANIMOUSLY** to raise and appropriate \$32,784,764.24, transfer \$10,868.00 from Septic Receipts Reserved for Appropriation, transfer \$912,291.76 from the Sewer Enterprise Fund, transfer \$31,623.00 from the Student Transportation Offset Receipt Fund, and transfer \$62,781.00 from Water Betterment Revenue to defray the charges and expenses of the Town for Fiscal Year 2017 of \$33,802,328.00, and to fix the salaries and compensation of all elected officials of the Town and any other items included in the budget of the Town Manager as follows:

LINE#	ACCOUNT	FY 17
	<i>Maturing Debt &amp; Interest</i>	
1	Principal-Loans	\$ 3,097,672.00
2	Interest –Loans	\$ 1,742,303.00
3	Interest-Temporary Loans	\$ -
3A	Administrative Fees-Loans	\$ 16,856.00
3B	Bond Issuance Costs	\$ -
	Total Maturing Debt	\$ 4,856,831.00
	<i>Unclassified</i>	
4	Liability Insurance	\$ 219,061.00
5	Workers Compensation	\$ 64,984.00
6	Group Health Insurance	\$ 1,907,185.00



7	Group Life Insurance	\$ 22,635.00
8	Physicals	\$ 3,500.00
9	Print Town Reports	\$ 12,000.00
10	MRPC Assess	\$ 3,278.00
11	Historical Commission	\$ 3,000.00
12	Band Concerts	\$ 4,200.00
13	Reserve Fund	\$ 50,000.00
13A	Salary Reserve Fund	\$ 93,996.00
14	Unemployment Expense	\$ 10,000.00
14A	Unemployment Exp.-Stab Fund	\$ -
15	Medicare Town's Share	\$ 221,902.00
	Total Gen Govt. Unclassified	\$ 2,615,696.00
	<i>General Government</i>	
16	Finance Comm. Expense	\$ 800.00
17	Annual Town Audit	\$ 46,500.00
18	Charter Review Comm.	\$ -
19	Selectmen's Admin	\$ 46,650.00
20	Selectmen Salaries	\$ 500.00
21	Town Manager Salary	\$ 127,500.00
22	Town Manager Expense	\$ 5,500.00
23	Town Accountant	\$ 171,709.00
24	Treasurer's Administration	\$ 65,729.00
25	Banking Charges	\$ 1,000.00
26	Tax Collector's Admin	\$ 81,441.00
27	Assessor's Salaries	\$ -
28	Assessor's	\$ 158,298.00

29	Technology Director	\$ 168,169.00
30	Legal Expenses	\$ 110,000.00
31	Town Clerk Salary	\$ 47,511.00
32	Town Clerk's Admin	\$ 33,049.00
33	Elections	\$ 16,165.00
34	Registration & Census	\$ 13,046.00
35	Planning Board	\$ 140,885.00
36	Zoning Board of Appeals	\$ 3,975.00
37	Conservation Commission	\$ 49,300.00
	Total General Govt.	\$ 1,287,727.00
	<i>Central Purchasing</i>	
38	Central Purchasing	\$ 55,303.00
	Total Central Purchasing	\$ 55,303.00
	<i>Protection</i>	
39	Police Department	\$ 1,352,893.00
40	Police Lock Up	\$ 78,600.00
41	Injury Leave	\$ 5,513.00
42	Police/Fire Med Expenses	\$ 5,000.00
	Subtotal Police	\$ 1,442,006.00
43	Fire Department	\$ 728,270.00
43A	Capital – Fire Dept.	\$ 20,000.00
44	Fire Hydrant Expense	\$ 15,000.00
45	Radio Equipment Mtc.	\$ 10,000.00
	Subtotal Fire Dept.	\$ 773,270.00
46	Radio Watch	\$ 273,875.00

	<b>Subtotal Radio Watch</b>	<b>\$ 273,875.00</b>
<b>47</b>	<b>Emergency Management</b>	<b>\$ 6,500.00</b>
<b>48</b>	<b>Sealer of Weights &amp; Measures</b>	<b>\$ 4,300.00</b>
<b>49</b>	<b>Wiring Inspector</b>	<b>\$ 20,000.00</b>
<b>50</b>	<b>Building Inspector</b>	<b>\$ 126,060.00</b>
<b>51</b>	<b>Municipal Hearing Officer</b>	<b>\$ -</b>
<b>52</b>	<b>Plumbing/Gas Inspector</b>	<b>\$ 15,000.00</b>
<b>53</b>	<b>Animal Control</b>	<b>\$ 40,000.00</b>
	<b>Subtotal Other Protection</b>	<b>\$ 211,860.00</b>
	<b>Total Protection</b>	<b>\$ 2,701,011.00</b>
	<b><i>Health &amp; Sanitation</i></b>	
<b>54</b>	<b>General Health Expense</b>	<b>\$ 33,883.00</b>
<b>55</b>	<b>Nashoba Board of Health</b>	<b>\$ 23,532.00</b>
<b>56</b>	<b>Nashoba Nursing</b>	<b>\$ 10,739.00</b>
<b>57</b>	<b>Mental Health</b>	<b>\$ -</b>
<b>58</b>	<b>Animal Inspector Salary</b>	<b>\$ 1,000.00</b>
	<b>Total Health &amp; Sanitation</b>	<b>\$ 69,154.00</b>
	<b><i>Department Public Works</i></b>	
<b>59</b>	<b>Highway Labor</b>	<b>\$ 439,454.00</b>
<b>60</b>	<b>Highway OT</b>	<b>\$ 6,500.00</b>
<b>61</b>	<b>General Hwy Mtc.</b>	<b>\$ 412,500.00</b>
<b>61A</b>	<b>Capital - General Highway</b>	<b>\$ -</b>
<b>62</b>	<b>Town Highway Garage</b>	<b>\$ 1,040.00</b>
<b>63</b>	<b>Traffic Signs &amp; Devices</b>	<b>\$ 28,253.00</b>

64	Vehicle Mtc - Highway	\$ 72,550.00
65	Vehicle Mtc. – Police	\$ 74,675.00
66	Vehicle Mtc. – Fire	\$ 45,194.00
67	Park Department	\$ 71,348.00
68	Cemetery Department	\$ 46,775.00
69	Tree Removal	\$ 24,641.00
70	Snow Removal Expense	\$ 275,000.00
	Total DPW	\$ 1,497,930.00
	<i>Facilities and Buildings</i>	
71	Facilities and Grounds	\$ 365,307.00
72	Public Buildings	\$ 241,910.00
72A	Additional Utilities, Library	\$ -
	Total Facilities & Buildings	\$ 607,217.00
	<i>Solid Waste/Recycling</i>	
73	Recycling Program	\$ 174,150.00
	Total Solid Waste/Recycle	\$ 174,150.00
	<i>Public Assistance</i>	
74	Council on Aging	\$ 111,945.00
	Subtotal C.O.A.	\$ 111,945.00
75	Veterans' Benefits	\$ 99,275.00
76	Veteran's Administration	\$ 5,250.00
77	Registrar of Vets' Graves	\$ 500.00
78	Memorial Day	\$ 750.00
	Subtotal Veterans	\$ 105,775.00
	Total Assistance	\$ 217,720.00

	<i>Schools</i>	
79	School Department	\$ 18,330,326.00
79A	UnemSch-Stab/Free Cash	\$ -
79B	Curriculum Update	\$ 119,257.00
80	Monty Tech Assessment	\$ 899,267.00
81	Vehicle Mtc - School	\$ -
	Total Schools	\$ 19,348,850.00
	<i>Library</i>	
82	Lunenburg Public Library	\$ 370,739.00
	Total Public Library	\$ 370,739.00
	Total Omnibus	\$ 33,802,328.00

**ARTICLE 16.** To see if the Town will vote to replace the current Salary Schedule in Article XV, Salary Administration Plan of General Bylaws with the below FY'2017 Salary Schedule which authorizes a cost of living increase of 2% per year for Fiscal Year 2017, for permanent employees not covered by a collective bargaining unit agreement or individual contract and to authorize 2% COLA increases for Fiscal Years 2018 and 2019; or take any other action thereto. (Submitted by the Personnel Committee) Board of Selectmen recommends approval. Finance Committee recommends approval. **VOTED UNANIMOUSLY** to replace the current Salary Schedule in Article XV, Salary Administration Plan of the General Bylaws, with the salary schedule printed in the Warrant which authorizes a cost of living increase of 2% for Fiscal Year 2017, for permanent employees not covered by a collective bargaining unit agreement or individual contract and to authorize a 2% COLA for Fiscal Years 2018 and 2019. [Submitted by the Personnel Committee]

**Annual Town Meeting – May 5, 2016**

TOWN OF LUNENBURG								
SALARY SCHEDULE								
FOR FISCAL YEAR 2017								
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
1	9.44	9.72	10.01	10.31	10.62	10.93	11.26	11.61
2	\$10.28	\$10.59	\$10.91	\$11.24	\$11.58	\$11.92	\$12.28	\$12.65
3	\$11.21	\$11.55	\$11.89	\$12.25	\$12.62	\$12.99	\$13.38	\$13.79
4	\$12.22	\$12.59	\$12.96	\$13.35	\$13.75	\$14.17	\$14.59	\$15.02
5	\$13.32	\$13.72	\$14.13	\$14.56	\$14.99	\$15.44	\$15.90	\$16.38
6	\$14.51	\$14.95	\$15.40	\$15.86	\$16.34	\$16.83	\$17.33	\$17.85
7	\$15.82	\$16.30	\$16.79	\$17.29	\$17.81	\$18.34	\$18.89	\$19.46
8	\$17.25	\$17.77	\$18.30	\$18.85	\$19.41	\$19.99	\$20.59	\$21.22
9	\$18.80	\$19.36	\$19.94	\$20.54	\$21.15	\$21.80	\$22.45	\$23.12
10	\$20.49	\$21.10	\$21.74	\$22.39	\$23.06	\$23.76	\$24.47	\$25.20
11	\$22.34	\$23.01	\$23.69	\$24.41	\$25.14	\$25.90	\$26.67	\$27.47
12	\$24.35	\$25.08	\$25.83	\$26.60	\$27.40	\$28.22	\$29.07	\$29.95
13	\$26.54	\$27.34	\$28.15	\$29.00	\$29.87	\$30.76	\$31.69	\$32.64
14	\$28.93	\$29.79	\$30.69	\$31.61	\$32.56	\$33.54	\$34.54	\$35.58
15	\$31.53	\$32.48	\$33.45	\$34.46	\$35.49	\$36.55	\$37.65	\$38.78
16	\$34.36	\$35.39	\$36.45	\$37.56	\$38.68	\$39.84	\$41.03	\$42.27
17	\$37.46	\$38.59	\$39.74	\$40.93	\$42.16	\$43.42	\$44.73	\$46.07
18	\$40.83	\$42.05	\$43.32	\$44.61	\$45.95	\$47.34	\$48.76	\$50.21
19	\$44.50	\$45.84	\$47.22	\$48.63	\$50.09	\$51.59	\$53.14	\$54.73
20	\$48.51	\$49.97	\$51.47	\$53.01	\$54.60	\$56.24	\$57.93	\$59.66

**ARTICLE 17.** To see if the Town will vote to appropriate to or from the Stabilization Fund; or take any action relative thereto. (Submitted by Town Manager) Board of Selectmen and Finance Committee recommend approval of \$99,851. **VOTED UNANIMOUSLY** to raise and appropriate the sum of \$99,851.00 to be transferred to the Stabilization Fund.

**ARTICLE 18.** To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to operate the Solid Waste Disposal Enterprise Fund for FY2017; or take any action relative thereto. (Submitted by Board of Selectmen) Board of Selectmen and Finance Committee will make recommendation at town meeting. **VOTED UNANIMOUSLY** to appropriate from Solid Waste Disposal Enterprise Revenues the sum of \$275,000 to operate the Solid Waste Disposal Program.

**ARTICLE 19.** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of money to operate the Lunenburg Water Department/Water Enterprise Fund for FY2017; or take any other action thereto. (Submitted by Board of Selectmen) Board of Selectmen and Finance Committee recommend approval of \$25,000. **VOTED UNANIMOUSLY** to appropriate from Water Enterprise Revenues the sum of \$25,000 to operate the Water Department.

## **Annual Town Meeting – May 5, 2016**

**ARTICLE 20.** To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to operate the Sewer Enterprise Fund for FY2017; or take any action relative thereto. (Submitted by the Sewer Commission) Board of Selectmen recommends approval. Finance Committee recommends approval of \$736,242.00 **VOTED UNANIMOUSLY** to appropriate from Sewer Enterprise revenues the sum of \$659,044.28 and appropriate from Sewer Enterprise retained earnings the sum of \$77,197.72, for a total appropriation of \$736,242.00 to operate the Sewer Enterprise Fund for FY17; and further that \$912,291.76 be included in appropriations from the general fund for indirect costs and be allocated to the Sewer Enterprise Fund.

**ARTICLE 21.** To see if the Town will vote, pursuant to General Laws, Ch. 40, §5B, to create an Inflow/Infiltration Stabilization Fund and further to raise and appropriate from available funds the sum of \$14,520.00 into the Inflow/Infiltration Stabilization Fund; or take any other action relative thereto. (Submitted by Sewer Commission) Board of Selectmen and Finance Committee will make recommendation at town meeting. **VOTED UNANIMOUSLY** to create an Inflow/Infiltration Stabilization Fund and further to transfer from Sewer Enterprise Retained Earnings the sum of \$14,520 into the Inflow/ Infiltration Stabilization Fund.

**ARTICLE 22.** To see if the Town will vote to transfer from available funds, a sum of money into the Reserve Capacity Stabilization Fund; or take any other action relative thereto. (Submitted by Sewer Commissioners) Board of Selectmen and Finance Committee will make recommendation at town meeting. **VOTED UNANIMOUSLY** to transfer from Sewer Enterprise Retained Earnings the sum of \$9,667.90 into the Reserve Capacity Stabilization Fund.

**ARTICLE 23.** To see if the Town will vote to appropriate \$48,402.09, the premium paid to the Town upon the sale of bonds or notes issued for the construction of a new Middle School/High School, which are the subject of a Proposition 2 ½ debt exclusion, to pay the costs of the project being financed by such bonds or notes and to reduce the amount authorized to be borrowed for such project, but not yet issued by the Town, by the same amount, or take any other action relative thereto. (Submitted by Town Accountant) Board of Selectmen recommends approval. Finance Committee recommends approval. **VOTED UNANIMOUSLY** to appropriate the sum of \$48,402.09, the premium paid to the Town upon the sale of bonds or notes issued for the construction of a new Middle School/ High School, which are the subject of a Proposition 2 ½ debt exclusion, to pay the costs of the project being financed by such bonds or notes and to reduce the amount authorized to be borrowed for such project, but not yet issued by the Town, by the same amount.

**ARTICLE 24.** To see if the Town will vote to accept MGL Chapter 44, §53F ¾, which establishes a special revenue fund known as the Public Educational Governmental (PEG) Access and Cable-Related Fund, to reserve cable franchise fees and other cable-related revenues for appropriation to support PEG access services and oversight and renewal of the cable franchise agreement, the fund to begin operation for Fiscal Year 2017, which begins July 1, 2016; and further to transfer the balance in the existing PEG Access fund as of June 30, 2016 to this newly established fund; or take any other action relative thereto. (Submitted by Town Accountant) Board of Selectmen recommends approval. Finance Committee recommends approval. **VOTED UNANIMOUSLY** to accept MGL Chapter 44, Section 53F ¾, which establishes a special revenue fund known as the

## **Annual Town Meeting – May 5, 2016**

Public Educational Governmental (PEG) Access and Cable-Related Fund, to reserve cable franchise fees and other cable-related revenues for appropriation to support PEG access services and oversight and renewal of the cable franchise agreement, the fund to begin operation for Fiscal Year 2017, which begins July 1, 2016, and further to transfer the balance in the existing PEG Access Fund as of June 30, 2016 to this newly established fund.

**ARTICLE 25.** To see if the Town will vote to appropriate from Public Educational Governmental (PEG) Access and Cable Related Fund Revenues, the sum of \$74,030.76 to fund the FY'17 PEG Access Committee operating budget; or take any other action relative thereto. (Submitted by Town Accountant) Board of Selectmen recommends approval. Finance Committee recommends approval. **VOTED UNANIMOUSLY** to appropriate from the Public Educational Governmental (PEG) Access and Cable Related Fund Revenues, the sum of \$74,030.76 to fund the FY2017 PEG Access Committee Operating Budget.

**ARTICLE 26.** To see if the Town will appropriate \$4,000,000, or any other sum to pay costs of repairing local roads in accordance with the Town's Pavement Management Plan dated March 2016, as the same may be amended or updated, including the payment of all costs incidental and related thereto; to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise; and to determine whether any borrowing that may be authorized under this article shall be contingent on a vote of the Town in favor of excluding the amounts required to pay for such borrowing from the property tax limitation provisions of Chapter 59, §21C of the General Laws (Proposition 2 ½); or take any other action relative thereto. (Submitted by Board of Selectmen) Board of Selectmen recommends approval, 4 – 1. Finance Committee will make recommendation at town meeting. **VOTED** \$4,000,000 to pay costs of repairing local roads in accordance with the Town's Pavement Management Plan dated March 2016, as the same may be amended or updated, including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Sections 7(5) or 7(6) of the General Laws, or pursuant to any other enabling authority and to issue bonds or notes of the Town therefor; and that the Board of Selectmen is authorized to take any other action necessary to carry out this project; provided, however, that no amounts shall be borrowed or expended hereunder unless the Town shall have voted to exclude the amounts necessary to repay any such borrowing from the property tax limitation provisions of Chapter 59, Section 21C of the General Laws (Proposition 2 ½).

**ARTICLE 27.** To see if the Town will vote to transfer the care, custody, management and control of the land described herein from the School Committee for school purposes, to the School Committee for school purposes and the Parks Commission (or Board of Selectmen) for the purpose disposition by leasing to telecommunications companies for the location of telecommunications facilities, and further to authorize the Parks Commission (or Board of Selectmen) to enter into such a lease or leases for said purposes, for a portion of the land located at Lunenburg High School, 1079 Massachusetts Avenue, Lunenburg, as shown on the Tax Map of the Town of Lunenburg as Parcel Id. No. 060/055 and being further described in the following deeds: (i) Deed Book 603, Page 391; (ii) Deed Book 770, Page 370, and (iii) Deed Book 1586, Page 79, each as recorded in the Worcester Registry of Deeds, said portion of land identified on the sketch plan entitled "Conceptual Site Plan, prepared by Dewberry Engineers, Inc." as on file in the office of the Town Clerk, upon such terms and conditions, and for a period in excess of three years, as the Park Commission shall determine to be in the best interest of the Town; and further to authorize the grant of easements



### Annual Town Meeting – May 5, 2016

upon said land as may be necessary for utility services in support of such use; and to authorize the Parks Commission to execute such agreements and take such actions as deemed necessary to effectuate the purposes of this article: or take any other action relative thereto. Board of Selectmen and Finance Committee will make recommendation at town meeting. **VOTED 2/3RDS DECLARED** to transfer the care, custody, management and control of the land described herein from the School Committee for school purposes, to the School Committee for school purposes and the Board of Selectmen for the purpose of disposition by leasing to telecommunications companies for the location of telecommunications facilities, and further to authorize the Board of Selectmen to enter into such a lease or leases for said purposes, for a portion of the land located at Lunenburg High School, 1079 Massachusetts Avenue, Lunenburg, as shown on the Tax Map of the Town of Lunenburg as Parcel ID No. 060/055 and being further described in the following deeds: (i) Deed Book 603, Page 391; (ii) Deed Book 770, Page 370 and (iii) Deed Book 1586, Page 79, each as recorded in the Worcester Registry of Deeds, said portion of land identified on the sketch plan entitled “Conceptual Site Plan, as prepared by Dewberry Engineers, Inc.” as on file in the Office of the Town Clerk, upon such terms and conditions, and for a period in excess of three years, as the Board of Selectmen shall determine to be in the best interest of the Town; and further to authorize the grant of easements upon said land as may be necessary for utility services in support of such use; and to authorize the Board of Selectmen to execute such agreements and take such actions as deemed necessary to effectuate the purposes of this article.

**ARTICLE 28.** To see if the Town will vote to appropriate \$600,000, or any other sum, to pay costs of replacing the artificial turf field and track at the school campus, including the payment of all costs incidental and related thereto; and to determine whether this amount shall be raised by taxation, transfer from available funds, borrowing or otherwise; or take any other action thereto (Submitted by Board of Selectmen) Board of Selectmen and Finance Committee will make recommendation at town meeting. **VOTED 2/3RDS DECLARED** to appropriate \$770,000 to pay costs of replacing the artificial turf field and track at the school campus, including the payment of all costs incidental and related thereto; and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow said amount under and pursuant to Chapter 44, Section 7(25) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; and that the Board of Selectmen is authorized to take any other action necessary to carry out this project.

**ARTICLE 29.** To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, and/or eminent domain, the fee to and/or permanent and/or temporary easements in portions of parcels of land located on Summer Street and North Street, and other abutting ways, for public way purposes, including without limitation, for the construction, alteration, installation, maintenance, improvement, repair, replacement and/or relocation of rights of way, sidewalks, drainage, utilities, slope, grading, rounding, construction and other easements, to enable the Town to undertake the 606124 Fitchburg/Lunenburg/Leominster-Summer Street/North Street Project, which parcels are listed on a sheet entitled “Preliminary Right of Way Parcel Summary Sheet” and approximately shown on plans entitled “Preliminary Right of Way Property Plan,” on file with the Town Clerk, as the same may be amended from time to time, and land within 100 feet of said parcels; and further to raise and appropriate, transfer from available funds, and/or borrow a sum of money to fund the foregoing project and any and all costs related thereto, including, without

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limitation, the cost of any land/easement acquisitions; and to authorize the Board of Selectmen to enter into all agreements and take any actions necessary or appropriate to carry out the foregoing transactions; or take any other action relative thereto. (Submitted by Board of Selectmen) Board of Selectmen recommends approval. Finance Committee will make recommendation at town meeting. **VOTED UNANIMOUSLY** to authorize the Board of Selectmen to acquire by gift, purchase and/or eminent domain, the fee to and/or permanent and/or temporary easements in portions of parcels of land located on Summer Street and North Street and other abutting ways, for public way purposes, including without limitation, for the construction, alteration, installation, maintenance, improvement, repair, replacement and/or relocation of rights of way, sidewalks, drainage, utilities, slope, grading, rounding, construction and other easements, to enable the Town to undertake the 606124 Fitchburg/ Lunenburg/ Leominster- Summer Street/ North Street Project, which parcels are listed on a sheet entitled "Preliminary Right of Way Parcel Summary Sheet" and approximately shown on plans entitled "Preliminary Right of Way Property Plan," on file with the Town Clerk, as the same may be amended from time to time, and land within 100 feet of said parcels; and to authorize the Board of Selectmen to enter into all agreements and take any actions necessary or appropriate to carry out the foregoing transactions.

**ARTICLE 30.** To see if the Town will vote to transfer the care, custody, and control of a portion of the land with the building thereon, known as the Brooks House, located at 1079 Massachusetts Avenue, shown on Assessor's Map 60, Parcel 55, and shown on a plan of land entitled "T.C. Passios & Brooks House Conceptual Site Plan" on file with the Town Clerk, from the School Committee held for school purposes to the Board of Selectmen for general municipal purposes and for the purpose of conveyance, and authorize the Board of Selectmen to convey said property on such terms and conditions, and for such consideration as the Board of Selectmen deems appropriate; or take any other action relative thereto. (Submitted by School Committee) Board of Selectmen and Finance Committee to make recommendation at town meeting. **VOTED UNANIMOUSLY** to transfer the care, custody and control of a portion of the land with the building thereon, known as the Brooks House, located at 1079 Massachusetts Avenue, shown on Assessor's Map 60, Parcel 55 and shown on a plan of land entitled "T.C. Passios & Brooks House Conceptual Site Plan" on file with the Town Clerk, from the School Committee held for school purposes to the Board of Selectmen for general municipal purposes and for the purpose of conveyance, and authorize the Board of Selectmen to convey said property on such terms and conditions, and for such consideration as the Board of Selectmen deems appropriate.

**ARTICLE 31.** To see if the Town will vote to transfer the care, custody, and control of a portion of the land with the building thereon, known as Thomas C. Passios Elementary School, located at 1079 Massachusetts Avenue, shown on Assessor's Map 60, Parcel 55 and shown on a plan of land entitled "T.C. Passios & Brooks House Conceptual Site Plan" on file with the Town Clerk, from the School Committee held for school purposes to the Board of Selectmen for general municipal purposes, including but not limited to the development of a town hall, or take any other action relative thereto. (Submitted by School Committee) Board of Selectmen and Finance Committee to make recommendation at town meeting. **VOTED 2/3RDS DECLARED** to transfer the care, custody and control of a portion of the land with the building thereon, known as the Thomas C. Passios Elementary School, located at 1079 Massachusetts Avenue, shown on Assessor's Map 60, Parcel 55 and Shown on a plan of land entitled "T.C. Passios and Brooks House Conceptual Site Plan,"

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on file with the Town Clerk, from the School Committee held for school purposes to the Board of Selectmen for general municipal purposes, including but not limited to the development of a town hall.

**ARTICLE 32.** To see if the Town will vote to authorize the Board of Selectmen to convey to the owners of the property located at 1134 Northfield Road, shown on Assessors' Map 36, Parcel 26, and their successors, a non-exclusive, perpetual easement along and upon those portions of the Town-owned property at 1134 Northfield Road, Lunenburg, approximately 6 feet wide by 225 feet long, along Northfield Road, for the purpose of installing and maintaining a septic system upon the portion of said property, on such terms and conditions which the Board of Selectmen may determine, or take any action relative thereto. (Submitted by Board of Selectmen) Board of Selectmen recommends approval. Finance Committee reports no direct financial impact. **VOTED UNANIMOUSLY** to authorize the Board of Selectmen to convey to the owners of the property located at 1134 Northfield Road, shown on Assessors' Map 36, Parcel 26, and their successors, a non-exclusive, perpetual easement along and upon those portions of the Town-owned property at 1134 Northfield Road, Lunenburg, approximately 6 feet wide by 225 feet long, along Northfield Road, for the purpose of installing and maintaining a septic system upon the portion of said property, on such terms and conditions which the Board of Selectmen may determine; and to authorize the Board of Selectmen to enter into all agreements and to take any actions necessary or appropriate to carry out the foregoing transaction.

**ARTICLE 33.** To see if the Town will vote to approve a zoning change from "Recreational" to "Residence A," for land described as Parcel 12 on Assessor's Map 37, also known as 1026 Northfield Road on Assessor's Map 37; or take any other action relative thereto. (Citizen Petition Article) Board of Selectmen recommends approval. Finance Committee reports no direct financial impact. **VOTED UNANIMOUSLY** to approve a zoning change from "Recreational" to "Residence A," for land described as Parcel 12 on Assessor's Map 37, also known as 1026 Northfield Road.

**ARTICLE 34.** To see if the Town will vote to authorize the Town to negotiate a long term lease to locate Doppler radar tower; or take any other action thereto. Board of Selectmen and Finance Committee will make recommendation at town meeting. Article 34 was **PASSED OVER**

**ARTICLE 35.** To see if the Town will vote to accept the revisions that amend the Comprehensive Wastewater Master Plan (CWMP) Phase IV Report, such revisions currently on file in the offices of the Town Clerk, Board of Selectmen, and Sewer Commission; or take any other action relative thereto. (Submitted by Sewer Commission) Board of Selectmen and Finance Committee will make recommendation at town meeting. **VOTED UNANIMOUSLY** to accept the revisions that amend the Comprehensive Wastewater Master Plan (CWMP) Phase IV Report, such revisions currently on file in the Offices of the Town Clerk, Board of Selectmen and Sewer Commission.

**ARTICLE 36.** To see if the Town will vote to amend Article XXIV of the Town Bylaws, entitled "Sewer Bylaw," by adding the section 9.0 "Regulation Changes", such revisions currently on file in the offices of the Town Clerk, Board of Selectmen and Sewer Commission; or take any other action relative thereto. "(Submitted by Sewer Commission) Board of Selectmen and Finance Committee will make recommendation at town meeting. **VOTED UNANIMOUSLY** to amend Article XXIV of the Town Bylaws, entitled "Sewer Bylaw," by adding the Section 9.0, "Regulation Changes," such revisions currently on file in the offices of the Town Clerk, Board of Selectmen and Sewer Commission.

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**ARTICLE 37.** To see if the Town will vote to amend the Zoning Bylaw, Table of Contents, by deleting the words “Development Plan Review” and inserting the words “Site Plan Approval”, (see bolded wording) or take any action relative thereto. (Submitted by Planning Board) Board of Selectmen and Finance Committee will make recommendation at town meeting. **VOTED UNANIMOUSLY** to amend the Zoning Bylaw, Table of Contents, by deleting the words “Development

### **SECTION 8.0. ADMINISTRATION**

8.1.	Permits	1 – 4
8.2.	Enforcement	1 – 4
8.3.	Board of Appeals	1 – 4
<b>8.4.</b>	<b>Site Plan Approval</b>	<b>1 – 6</b>
8.5.	Applicability	1
8.6.	Adoption Amendment	1

Plan Review” and inserting the words “Site Plan Approval.”

**ARTICLE 38.** To see if the Town will vote to amend the Zoning Bylaw, Section 3.0, Establishment of Districts (3.1 Types of Districts) , by deleting the word fourteen (14) and inserting the word fifteen (15), or take any action relative thereto.

(Submitted by Planning Board) Board of Selectmen and Finance Committee will make recommendation at town meeting.

#### **3.1. Types of Districts**

The Town of Lunenburg is hereby divided into fourteen fifteen (1415) types of districts designated as:

- a) Residence A
- b) Residence B
- c) Outlying
- d) Recreation
- e) Commercial
- f) Limited Business/Residential District
- g) Retail Commercial District
- h) Route 2A Overlay District
- i) Office Park and Industrial District
- j) Flood Plain District
- k) Water Supply Protection District
- l) Whalom Overlay District
- m) Tri Town Smart Growth District
- n) Summer Street Revitalization Overlay District
- o) Village Center District

(Submitted by Planning Board) **VOTED UNANIMOUSLY** to amend the Zoning Bylaw, Section 3.0, Establishment of Districts (3.1 Types of Districts), by deleting the word fourteen (14) and inserting the word fifteen (15).

**ARTICLE 39.** To see if the Town will vote to amend the Zoning Bylaw, Section 6.0, General Provisions Affecting All Districts, by deleting Sections 6.1.2 Design of Off Street Parking and Loading Spaces and 6.4.3 Design Requirements and adding a new Section 6.4.3 Off Street Parking Design Standards, or take any action relative thereto. (Submitted by Planning Board) Board of Selectmen and Finance Committee will make recommendation at town meeting.

## **Annual Town Meeting – May 5, 2016**

**ARTICLE 39.** To see if the Town will vote to amend the Zoning Bylaw, Section 6.0, General Provisions Affecting All Districts, by deleting Sections 6.1.2 Design of Off Street Parking and Loading Spaces and 6.4.3 Design Requirements and adding a new Section 6.4.3 Off Street Parking Design Standards, or take any action relative thereto. (Submitted by Planning Board) Board of Selectmen and Finance Committee will make recommendation at town meeting.

### **6.4.3. Off-Street Parking Design Standards**

#### **General Parking & Loading Provisions**

##### **Location**

1. Required off-street parking spaces shall be provided on the same lot as, and loading bays shall be provided next to, the principal or accessory use they are required to serve.
2. No area may be utilized and counted as both a required parking space and a required loading bay, without the approval of the Planning Board. Shared parking/loading areas shall only be used for loading prior to opening or after closing of all uses located on the site in question. However, maneuvering aisles and driveways may serve both required parking and loading bays if they meet the design standards of each. Existing areas used for both parking and loading shall be counted for loading purposes.
3. Required off-street parking spaces or loading bays may be wholly or partly enclosed in a structure.
4. Off-street parking spaces required for two or more buildings, uses, or establishments on a single lot may be provided in a common lot.

##### **Driveways**

1. Each parking space and loading bay shall be connected by a driveway to a street or to an interior drive that leads to a street.
2. The number of driveways permitting entrance to and exit from a lot shall be limited to two per street line. Driveways shall be located to minimize conflict with traffic on public streets and where good visibility and sight distances are available to observe approaching pedestrian and vehicular traffic.
3. All curb cuts and access driveways shall be located in the Zoning District in which the site's primary use is permitted.
4. The maximum grade of any outdoor driveway is 12%.
5. No Driveway shall require that vehicles back out onto public or private ways.

##### **Setbacks**

1. Each parking space or driveway serving a one-family or two-family dwelling shall be set back five feet from any side lot line and rear lot line, with the exception of common driveways

### **Annual Town Meeting – May 5, 2016**

and shall be designated on a plan and is issued a building permit by the Building Commissioner.

2. No parking is permitted in the front yard other than in a designated parking space or driveway.

3. All paved parts of all parking spaces, driveways and maneuvering aisles shall be set back from any wall of a principal building and from any lot line or zoning boundary line as indicated in the following table:

District	Residential District Line	Street Line	All Other Lot Lines	Wall of Principal Building
RA; RB; O; R, VCD	N/A	25	5	5
LB/R;	25	25	10	5
RC; C	40	30	15	5
OP/I	50	30		5

\*all measurements are in feet

Exceptions to the Table Are:

a. One and Two-Family homes

b. A parking space located within a structure otherwise permitted in such area

4. No parking space, internal driveway or loading bay, whether required or otherwise provided, shall be located, wholly or partly, within the right-of-way of a street.

5. All access to parking shall be by driveways meeting the requirements of this Section; curbs, wheel stops, screening or similar barriers must be installed to prevent vehicles from being parked or driven within required setback areas.

#### Screening for Parking

1. In all residential and mixed uses, or on a lot in any district which abuts or is across the street from a residential use, any outdoor parking lot, all loading bays, maneuvering aisles and driveways shall be screened in a manner to protect abutting lots from the glare of headlights, noise and other nuisance factors.

2. Any parking lot, which is a principal use, must be screened along driveways and around the entire perimeter of the parking lot. The entrance to driveways, to the extent practicable, shall be located on the side near nonresidential uses or on streets or highways leading to nonresidential areas.

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### 3. Screening shall consist of:

- a. A strip of land at least four feet wide, densely planted with combination of shrubs, and trees with or without earthen berms which shall have a combined height of at least four feet high at the time of planting and which are of a type that may be expected to form a year-round dense screen at least six feet high within three years;
- b. A wall, barrier, or fence of uniform appearance at least five feet high above finished grade. Such wall, barrier or fence may be opaque or perforated, provided that not more than 50% of the face is open; or
- c. Any combination of a & b approved by the Planning Board through Site Plan Approval.

4. Such screening shall be maintained in good condition at all times. Such screening or barrier may be interrupted by entrances or exits and shall have no signs attached thereto other than those permitted in the district.

### Design Standards

#### Dimensions

- a. Parking spaces and maneuvering aisles shall have the minimum dimensions set forth in the following table and elsewhere in this section:

Table 1

S = Standard Parking Space    C= Compact Parking Space

Angle of Parking	Width of Parking Space		Depth of Parking Space**		Width of Maneuvering Aisle		Unit Parking Depth	
	S	C	S	C	S	C	S	C
61° to 90°	9*	8.5*	19	15	22	20	60	50
46° to 60°	9	8.5	19	15	16	15	56	48
45°	9	8.5	19	15	14	13	53	47
Parallel	8	8	22	18	12	12	n/a	n/a

#### NOTES:

\* Where one or both of the long sides of a parking space abut a wall or similar obstruction, the width shall be 12 feet.

\*\* Up to 2 feet of unpaved landscaped space may be included in the depth provided there are no obstructions to the vehicles overhang.

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- b. To count as a required parking space, a parallel parking space shall have maneuvering space at least 20 feet deep in front of it in an aisle parallel to and abutting such parking space.
  - c. Where columns of a building or structure are located in a parking lot (such as a parking garage under a building) no part of a column may be within three feet of a maneuvering aisle or within the minimum dimensions of a parking space.
  - d. The width of a driveway for one-way use shall be a minimum of ten (10) feet and for two-way use shall be a minimum of twenty (20) feet and a maximum of thirty (30) feet, as measured at the setback line.
  - e. Where access or egress is provided for a parking lot, or one or more loading bays, such access or egress shall be so arranged to provide a circulation system or maneuvering space on the lot so that all vehicles may exit from and enter onto a public street by being driven in a forward direction and no vehicle shall be required to enter or leave by backing and no vehicle shall have to stand within a street right-of-way waiting to enter the lot.
2. Number of compact car spaces. In parking lots containing more than 20 spaces, not more than 33% of such spaces may be designed for use by compact cars. Such compact car spaces shall be located in one or more continuous areas and shall not be intermixed with spaces designed for standard cars and shall be clearly designated by signs or pavement marking. In parking lots with 20 or fewer parking spaces, spaces designed for use by compact cars are not permitted.
3. Loading bays. All required loading bays must have minimum dimensions as follows: 30 feet long, 12 feet wide and 14 feet high. Each loading bay shall have a maneuvering space equal to its length. Where the long portion of a loading bay abuts a wall, column or other obstacle, or in other cases where the permitting authority requests, evidence shall be provided that the loading bay and its maneuvering space are adequate to accommodate large motor vehicles and trailers.
- All required loading bays shall have an adequate travel isle to provide access. This may be separately located or through the parking area. In either instance the “Truck Route” shall be clearly delineated by signage or pavement marking. An adequate travel path shall provide width and turning radii appropriate to a WB-55 or the largest truck expected to deliver goods to the site, whichever is larger.
4. Marking. In a parking lot or loading area, the surface of the parking lot or loading area shall be painted, marked or otherwise delineated so that the location of the parking spaces and loading bays is apparent, and signs shall be erected indicating that loading bays, and, if necessary, compact or other reserved parking spaces, are reserved for such use. Where 50% or more of the required parking spaces in a parking lot are assigned, such as to individual employees or to dwelling units in a dwelling, parking spaces for guests or visitors to the use or establishment, not to exceed 10% of the required parking spaces, shall be located and designated, by signage or pavement marking, as visitor parking near the principal entrance to the building which they serve.



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5. Availability. To ensure the availability and utilization of required parking spaces and loading bays on a year-round basis:

a. Unless authorized by Special Permit or Site Plan Approval, no fee or other charge to the parker, in addition to a lease or purchase agreement applicable to occupants generally, shall be made for a parking space or loading bay required to serve a use, building, or establishment.

b. Each required off-street parking space and loading bay shall be designed so that any motor vehicle may proceed to and from said space without requiring the moving of any other vehicle or by passing over any other space or bay.

c. Parking spaces for vehicles larger than automobiles, such as large trucks or buses, shall be specifically identified on the off-street parking and loading plan and shall be of such dimension as to accommodate the specified type of vehicle. Such vehicles shall be permitted to park only in the spaces so identified and approved.

6. Snow storage. An aggregate area equal to, at a minimum, ten percent (10%) of the paved area shall be set aside for snow storage. Snow storage shall be designated, at a minimum, in two separate and distinct places on the property. These areas shall be located on the submitted off-street parking and loading plan.

In addition snow storage shall be prohibited from:

a. Being located on/in stormwater structures or ponds;

b. Impacting the sight lines at intersections both within the site and where the site driveway meets public roads.

c. Being located in/on off-street parking spaces that are required per the Protective Bylaw.

7. Surfacing and drainage.

a. All required parking spaces and loading bays, maneuvering aisles, and driveways shall have a durable, dustless, all-weather surface suitable for year-round use, such as asphalt or concrete, and shall dispose of surface water by grading and drainage in such a manner that no surface water shall drain onto any public way or onto any lot in other ownership.

b. It is the intent of this Section that the paved surface of a parking lot or loading area shall be limited to such areas as are necessary for the parking spaces, loading bays, maneuvering aisles, and driveways required to meet the provisions of this Section. The off-street parking and loading plan required by this Section shall demonstrate that all paved areas associated with a parking lot are necessary for the storing, standing, or maneuvering of vehicles; the permitting authority may deny the request for a permit when more area is paved than is necessary to comply with the provisions of this Section.

8. Grade. The maximum grade of any required maneuvering aisle, parking space, or loading bay shall be 10%.

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### **9. Landscaping.**

- a. On at least three sides of the perimeter of an outdoor parking lot containing 20 or more parking spaces, there must be at least one tree for every eight parking spaces abutting the perimeter; such trees must be spaced so that some part of a parking space is not more than 30 feet from the center line of a tree.
- b. In the interior part of an outdoor parking lot where two rows of parking spaces containing a total of 10 or more parking spaces face each other, a landscaped open space not less than five feet in width must be provided. The landscaped strip may be provided either:
  - i. Between the rows of parking spaces parallel to the aisle; or
  - ii. In two or more strips parallel to the spaces and extending from the aisle serving one row of spaces to the aisle serving the other row of spaces. There must be in each such strip, at least three trees and in all such strips not fewer than one tree for every eight parking spaces in the interior part of the parking lot. Trees must be spaced so that some part of each parking space is not more than 30 feet from a tree.
- c. Trees required by this Section shall be at least two inches in diameter at a height four feet above the ground at time of planting and shall be of a species characterized by suitability and hardiness for location in a parking lot. To the extent practicable, existing trees shall be retained and used to satisfy this Section.

10. Exception for one-family or two-family dwelling. The provisions of 6.4.3 b) 5; 6.43 e) 4, 5 & 6 with regard to backing into a public street, marking of pavement, moving of vehicles and surfacing and drainage and snow storage shall not apply where parking is provided for any one-family or two-family dwelling.

### **Bicycle Parking**

1. Required spaces. In any parking area with twenty or more spaces as defined in the parking and loading tables, a minimum of two bicycle parking spaces shall be provided, and one additional bicycle parking space shall be provided for each increment of 20 motor vehicle parking spaces over 40 vehicle spaces.
2. Placement and access. Bicycle parking shall be located near the primary entrance(s) of the building. Half of the bicycle parking spaces shall be provided as long-term parking, safe and secure from vandalism and theft and protected from the elements. The other half shall be provided as short-term (customer or visitor) parking, and short-term parking spaces shall be visible and convenient to the building entrance. Bicycle parking apparatus shall not be installed in a manner that will cause obstruction of pedestrian or motor vehicle traffic. Bicycle parking shall be situated in such a way that normal snow removal activities and snow storage do not impact the bicycle parking facility.

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3. Dimensional Regulation. Each bicycle parking space shall be sufficient to accommodate a bicycle six feet in length and two feet in width.

4. Design. Bicycle parking apparatus shall be of a high-security design to which the frame and wheel of a parked bicycle may be attached; installed in a visible location to deter vandalism and theft; and permanently mounted to the ground or to a building or other immovable structure. Inverted-U-frame or other racks that support the bicycle at two or more points above the center of gravity are required. **VOTED 2/3RDS DECLARED** to amend the Zoning Bylaw, Section 6.0, General Provisions Affecting All Districts, by deleting Sections 6.1.2, Design of Off Street Parking and Loading Spaces and 6.4.3, Design Requirements and adding a new Section 6.4.3, Off Street Parking Design Standards.

**ARTICLE 40.** To see if the Town will vote to amend the Zoning Bylaw, Section 8.4, Development Plan Review, by deleting the entirety of the existing wording and inserting a new Section 8.4 Site Plan Approval, or take any action relative thereto.

(Submitted by Planning Board) Board of Selectmen and Finance Committee will make recommendation at town meeting.

### 8.4. Site Plan Approval

#### 8.4.1. Purpose

The purpose of the Site Plan Review Bylaw hereby established is to protect the safety, public health, convenience and general welfare of the inhabitants of the Town by ensuring that the design and layout of certain developments permitted by right or by Special Permit will constitute suitable developments and will not result in a detriment to the neighborhood or the environment.

#### 8.4.2. Applicability

##### 8.4.2.1. Projects Requiring Site Plan Review

- a) New construction or exterior expansion of any non-residential building or multi-family dwelling containing more than four (4) units. "Expansion" shall include a floor space increase of 5,000 square feet or 25% or more within any ten (10) year period, whichever is less.
- b) The construction or enlargement of any multi-family dwelling containing more than four (4) units, or buildings accessory to such dwellings, including such dwellings on contiguous lots under the same ownership.
- c) The construction, rehabilitation, of a building involving ten (10) or more parking spaces.
- d) The construction, reconfiguration or renovation of parking facilities, with the exception of normal maintenance.
- e) Any use designated that is granted a Special Permit or Variance by the Zoning Board of Appeals.

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- f) Any change of use within an existing building or site.
- g) Any child care facility.

### **8.4.3. Procedure**

8.4.3.1. Applications are to be prepared in accordance with the Planning Board Rules and Regulations for Site Plan Approval and Special Permit. These plans are to be submitted to the Planning Office in the number outlined in the aforementioned document.

### **8.4.3.2. Public Hearing on Site Plans**

- a) The Planning Board shall hold a public hearing within sixty-five (65) days of the receipt of a complete application and shall take final action within ninety (90) days from the time of the hearing, as provided for in MGL Chapter 40A, Sections 9 and 11.
- b) The Planning Board's final action, rendered in writing, shall consist of either:
  - 1. Approval of the site plan based upon determination that the proposed plan will constitute a suitable development and is in compliance with the standards set forth in this Bylaw; or
  - 2. Disapproval of the site plan based upon a determination that the proposed plan does not meet the standards set forth in this Bylaw; or
  - 3. Approval of the site plan subject to any condition, modification or restriction required by the Planning Board which will ensure that the project meets the standards set forth in this Bylaw.

8.4.3.3. Failure of the Board to take final action upon an application for Site Plan Review within the time specified above shall be deemed to be approval of said application. Upon issuance by the Town Clerk of an appropriate certification that the allowed time has passed without Planning Board action, the required building permits may be issued.

### **8.4.4. Site Design Principles**

8.4.4.1. All Site Plan Review applicants shall adhere to the following general principles when designing a site plan for land within the Town of Lunenburg.

- a) Landscaping Within the Setbacks: Applicants are expected to design setbacks with landscaping, maintain the landscaping and replace any landscaping that has not fully established itself. Front yard setback landscaping shall consist of street trees, low-level plantings and other visually unobtrusive flora. Landscaping shall be situated in a manner such that vehicular and pedestrian sight lines are not restricted.
- b) Driveways and Curb Cuts: Entrance and exit location shall be designed to facilitate safe traffic movement both on and off the site as well as internally. Curb cuts are limited to as few as practicable for the length of street frontage with adequate separation from adjacent parcels, other curb cuts and intersections.
- c) Service Roads/Connection of Parking Lots: To minimize turning movements onto adjacent public ways, developers are encouraged to provide internal circulation systems (service roads)

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that connect to adjacent developments (parking area to parking area). Site plans that propose service roads and/or connection of parking areas shall show on the plan how the connection of parking areas will be achieved and have a deeded agreement and easement from the abutter.

d) Parking and Loading Areas:

1. Access locations shall be designed to encourage unimpeded traffic flow with controlled turning movements and minimum hazards to vehicular and pedestrian traffic.
2. Facilities and access routes for deliveries, service and maintenance shall be separated, where practical, from public access routes and parking areas.
3. Parking facilities shall be designed to prevent parked cars from damaging trees, shrubs and curbing, and shall not disrupt pedestrian walkways.
4. Walkways shall be separated from areas of vehicular traffic and designed to minimize stormwater runoff while maximizing access.
5. These facilities shall include appropriate landscaping, pedestrian access and multi-modal parking accommodations.

e) Stormwater Management (Grading and Drainage): All site plans shall be designed to comply with DEP (Department of Environmental Protection) Stormwater Management Standards. Furthermore, the use of Low Impact Development, infiltration of stormwater and reduction of impervious surface are strongly encouraged.

f) Lighting: Lighting designs shall be Dark Sky compliant. This includes all exterior lights being designed and installed in such a manner as to prevent objectionable light at (and glare across) the property lines. Developments shall eliminate glare onto adjacent properties through the use of lighting shields, earthen berms, addition of new landscaping and/or retention of existing natural vegetation.

#### 8.4.5. Standards for Site Plan Review

8.4.5.1. In reviewing a site plan application, the Planning Board shall take the following items into consideration:

- a) Compliance with all applicable provisions of the Lunenburg Protective Bylaw; Planning Board Rules and Regulations for Site Plan Approval and Special Permit; and Subdivision Regulations.
- b) Traffic safety and ease of access at street and highway entrances and exits, to be determined by

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1. The adequacy of grades,
  2. The presence of sight distances that are appropriate for the design speed of the road, as determined by ASHTO,
  3. Minimum safe distance between such exits and entrances, and
  4. The existence of proper alignment or safe distance from proximal existing street(s) and drive way entrances.
- c) Safety and adequacy of driveway layout and pedestrian walkways; off-street parking areas; off-street loading areas for materials and products; to be determined by
1. Adequate access for service and emergency vehicles,
  2. Proper separation of pedestrian and vehicular facilities,
  3. The presence of separated facilities for delivery of goods, and
  4. Acceptable traffic patterns to/from the site entrance/exit and within the parking facilities.
- d) Safe and adequate means of disposal of sewage, garbage and rubbish.
- e) Safe and adequate water supply and distribution; including sufficient water and facilities for firefighting on the site.
- f) Safe and adequate storm drainage consistent with
1. building and surface coverage,
  2. grade and slopes,
  3. soils and
  4. water table

All of which shall result in zero increase in the rate of runoff from the site, as measured by the 2-Year (24-hour) and 10-Year (24-hour) Storm Event Standards; and there will be no negative impacts to downstream property-owners in a 100-year (24-hour) storm event. The stormwater system shall meet all the requirements and standards of the Massachusetts Stormwater Management Standards, as amended.

- g) Prevention of soil erosion during and after construction; provisions for an increase in the volume of runoff of surface water from the site and the protection of adjacent areas against detrimental or offensive uses on the site by the provision of adequate buffers against light, sight,

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sound, dust and vibrations.

- h) Open space provisions and landscaping, including the maximum retention of on-site natural features.
- i) Placement of underground utilities, night lighting and signs.
- j) Compatibility of soil and subsoil's to type and intensity of development.
- k) No exterior lighting shall shine directly on adjacent properties, or in such a manner as to create a nuisance on such properties or a hazard on public ways. To ensure exterior lighting conforms to this provision the following conditions shall be met.
  - 1. For the proposed use all lighting installed shall conform to the standards outlined in The Illuminating Engineering Society of North America Lighting Manual.
  - 2. All lighting, with the exception of security lighting, shall be turned on no earlier than one half hour prior to the business opening and turned off no later than one half hour after the business closing.
  - 3. The Lighting Plan shall meet the requirements outlined in the "Lighting Plan Submissions" section of the Dark Sky Society's 2009 Guidelines for Good Exterior Lighting Plans, as amended;
  - 4. All fixtures using LED lighting shall be in the range of "warm-white" or shall be filtered LEDs that meet the standard of CCT < 3,000 K or have an S/P ratio < 1.2)
- l) Snow storage areas shall be shown on the site plan and shall not interfere with sight distances at points of ingress/egress to a site or pedestrian/vehicle circulation, nor shall it adversely impact surrounding water bodies, streams, wetlands, or other resource areas as defined in Chapter 131 section 40 Massachusetts General Laws, and the Lunenburg Wetlands By-law, as amended.

### **8.4.6. Modifications to an Approved Site Plan**

8.4.6.1. Once a site plan has been approved by the Planning Board, said plan shall not be changed, amended or modified without approval of the Board. There shall be only one final site plan in effect for a parcel of land at a time.

### **8.4.7. Construction of an Approved Site Plan**

8.4.7.1. Construction on a site with an approved site plan must be started within one (1) year from the date of the Planning Board's approval of the site plan. Site plan approval may be extended for one (1) year at the discretion of the Board after receipt of a written request from the landowner, showing good cause. If one year has elapsed from the date of approval; and no extensions have been granted; or if one year has elapsed since the granting of said extension; the final site plan approval shall become null and void without requiring any further action by the Planning Board. This time period shall not include delays resulting from litigation.

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8.4.7.2. No permit to build, alter or expand any building or structure, or change of use requiring Site Plan Review under this Bylaw shall be issued by the Building Inspector; nor shall any construction commence before a written statement of Approval or Approval with Conditions has been issued by the Planning Board.

8.4.7.3. The Building Inspector may inspect a site under construction for compliance with the approved site plan.

### **8.4.8. Enforcement**

8.4.8.1. It shall be the duty of the Building Inspector/Zoning Enforcement Officer to administer and enforce the provisions of this Bylaw.

8.4.8.2. The Planning Board shall provide a schedule of inspection fees to be paid by the applicant prior to the start of construction.

8.4.8.3. The Planning Board may use inspection fees paid by the applicant to offset the cost of hiring any additional engineers or inspectors necessary to monitor all phases of construction covered by an approved site plan.

8.4.8.4. If work is not performed per the approved plan, including all conditions, the Building Inspector/Zoning Enforcement Officer has the authority to issue a cease and desist order per the Planning Board Rules and Regulations for Site Plan Approval and Special Permits, as amended.

8.4.8.5. "As Built" plans, certified by a registered professional and noting any change from the approved plan, shall be filed with the Building Inspector and the Planning Board before a Certificate of Completion shall be issued.

8.4.8.6. Building Inspector shall issue a Certificate of Completion when all construction has been performed and all other requirements have been met in compliance with the approved site plan. A copy of the Certificate of Completion will be filed with the Planning Board.

8.4.8.7. No Certificate of Occupancy shall be issued for any structure or use subject to site plan review unless a Certificate of Completion has been issued.

8.4.8.8. The Building Inspector may issue a Temporary Certificate of Occupancy for a period of one (1) year if the required construction has been substantially completed and the permitted uses of the development can be carried on in a safe and convenient manner.

### **8.4.9. Rules and Regulations**

8.4.9.1. The Planning Board may adopt such rules and regulations for carrying out its duties under this Section. The Board may, where such action allowed by law, in the public interest and not inconsistent with the purpose and intent of this Bylaw, waive strict compliance with any requirement of this Site Plan Review Bylaw or its rules and regulations.



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8.4.9.2. The Planning Board may periodically amend or add rules and regulations relating to the procedures and administration of this Site Plan Review Bylaw, by majority vote of the Board, after conducting a public hearing to receive comments on any proposed revisions. Such hearing dates shall be advertised in a newspaper of general local circulation, at least seven (7) days prior to the hearing date.

### 8.4.10. Appeals Procedure

8.4.10.1. Any person aggrieved by any decision of the Planning Board or Building Inspector regarding a Site Plan Review application may appeal that decision per M.G.L Chapter 40A Section 17, as amended.

**VOTED 2/3RDS DECLARED** to amend the Zoning Bylaw, Section 8.4, Development Plan Review, by deleting the entirety of the existing wording and inserting a new Section 8.4, Site Plan Approval.

**ARTICLE 41.** To see if the Town will vote to amend the following Town of Lunenburg Protective Bylaw sections as follows (changes are *bolded italic*): Under Section 2.0 DEFINITIONS, *2.1.1.16 Farming and Agriculture*

a) *Farm*: A parcel of land *as defined by M.G.L. Ch. 40A § 3*, used for *commercial production* of agricultural products, livestock, (*including the keeping of horses*), poultry, dairy products, viticulture, horticulture and floriculture. It includes necessary farm structures and the storage of equipment used.

b) *Agriculture: Farming as defined by M.G.L. 128 Ch. §1A* and Under Section 4.0 USE REGULATIONS, Remove entire wording in 4.1.3 b) and replace with *4.1.3. b) Farming as defined in Section 2.0 Definitions, 2.1.1.16 Farming and Agriculture* and Under Section 5.0 DIMENSIONAL REGULATIONS, 5.1.2.1. Lot Area, Width, Shape and Frontage, remove the following entire section:

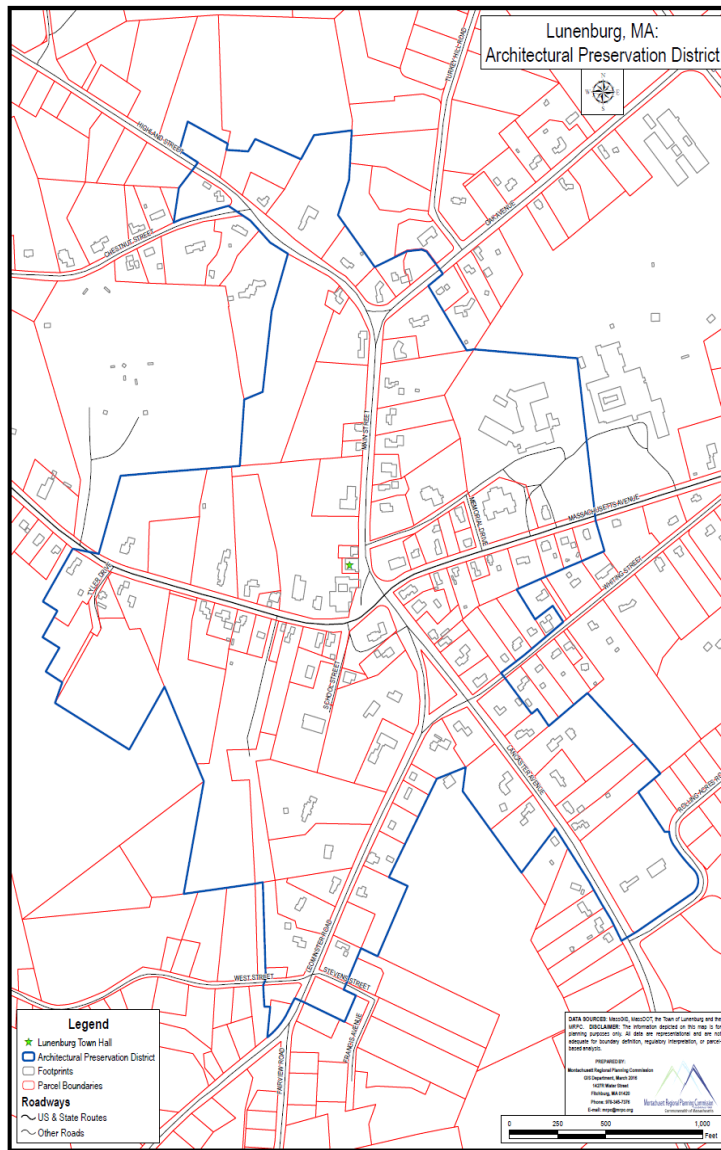
(e) In case of a farm exempted from the provisions of the zoning by Statute, the minimum lot area, width and frontage requirements shall be in addition to the five acres as required under Massachusetts General Law Chapter 40A, Section 3 and Chapter 61A. (Submitted by Agricultural Commission) Board of Selectmen and Finance Committee will make recommendation at town meeting.

Article 41 was **PASSED OVER**

**ARTICLE 42.** To see if the Town will vote to amend the General Bylaws of the Town by revising Section XXXII, entitled Architectural Preservation District, by making technical changes to reflect the intent of discussions at the May 2, 2015 Annual Town Meeting as follows: Section 3: Designation of Architectural Preservation District (APD). To delete the words “map entitled “Town of Lunenburg Historic District and the Lunenburg Village District” and insert the words “map entitled “Town of Lunenburg Architectural Preservation District” and to delete the map entitled “Lunenburg Historic District” and replace it with the map entitled “Town of Lunenburg Architectural Preservation District”, which map is appended to this bylaw.; Section 4: Architectural Preservation District Commission; Delete the words “and two residents of the APD and one resident at large.” in the fourth sentence and insert “and one resident of the APD and one resident at large.”; Section 8: Binding Review. Delete the words “Within thirty (45) days” in the fourth sentence and insert “Within forty-five (45) days”; Section 12: Coordination with Other Town Boards and Bylaws. In sub-section (d), to delete the words “The APDC shall be included as an advisory review entity in new construction projects” and insert the words “The APDC shall be included as an

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advisory review entity in new construction projects in the APD”; Section 15: Appendices. In Appendix A, to delete the words “are defined and shown on the Town of Lunenburg Village Center District Map and the Town of Lunenburg Historic District Map, which is a part of this bylaw.” and insert the words “are defined and shown on the map entitled “Town of Lunenburg Architectural Preservation District”, which is a part of this bylaw.”; or take any action relative thereon. (Submitted by the Planning Board) Board of Selectmen and Finance Committee will make recommendation at town meeting. **VOTED UNANIMOUSLY** to amend the General Bylaws of the Town by revising Section XXXII, entitled Architectural Preservation District, as printed in the warrant.



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**ARTICLE 43.** To see if the Town will vote to amend General Bylaw, General Wetlands Bylaw XXI, making the following additions and changes, or take any other action thereto. (Submitted by Conservation Commission) Board of Selectmen and Finance Committee will make recommendation at town meeting.

*CHANGES new language SHOWN IN strikethrough*

SECTION 2: JURISDICTION ~ Except as permitted by the Conservation Commission or as provided in this bylaw, no person shall commence to remove, fill, dredge, build upon, degrade, discharge into, or otherwise alter the following resource areas: any freshwater wetlands; marshes; wet meadows; bogs; swamps; vernal pools; banks; reservoirs; lakes; ponds of any size; creeks; beaches; lands under water bodies; lands subject to flooding or inundation by groundwater or surface water; lands subject to flooding; lands within 100 feet of any of the aforesaid resource areas; perennial rivers and streams and lands within 200 feet of such rivers and streams (collectively the "resource areas protected by this bylaw"). Said resource areas shall be protected whether or not they border surface waters. (ADD THE FOLLOWING SENTENCE TO THIS SECTION) *Lands within 100 feet of aforesaid resource areas and within 200 feet of rivers or perennial streams located within the corporate boundary of Lunenburg shall be protected regardless of the location of the wetland with respect to municipal corporate boundary.*

SECTION 5: NOTICE OF HEARINGS ~ Any person filing a permit application or (REMOVE RFD AND ADD) *RDA* with the Commission at the same time shall give written notice thereof, by certified mail (return receipt requested), (ADD) *certificate of mail* or hand delivery, to all abutters according to the most recent applicable tax list of the assessors, including owners of land directly opposite on any public or private street or way, including any in another municipality or across a body of water. The notice to abutters shall enclose a copy of the permit application or request, with plans, or shall state where copies may be examined and obtained by abutters. An affidavit of the person providing such notice, with a copy of the notice mailed or delivered, shall be filed with the Commission. When a person requesting a determination is other than the owner, the request, the notice of the hearing and the determination itself shall be sent by the Commission to the owner as well as to the person making the request.

The Commission shall conduct a public hearing on any application or (REMOVE RFD AND ADD) *RDA*, with written notice given at the expense of the applicant, five business days prior to the hearing, in a newspaper of general circulation in the municipality.

The Commission shall commence the public hearing within 21 days from receipt of a completed application or request for determination unless an extension is authorized in writing by the applicant.

The Commission shall issue its permit or determination in writing within 21 days of the close of the public hearing thereon unless an extension is authorized in writing by the applicant.

The Commission in an appropriate case may combine its hearing under this bylaw with the hearing conducted under the Wetlands Protection Act, G.L. Ch.131, s. 40, and Regulations, 310 CMR 10.00.

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The Commission shall have authority to continue the hearing, (ADD) *with the applicant's consent written or granted verbally on the record during the course of the public hearing or meeting*, to a certain date announced at the hearing, for reasons stated at the hearing, which may include receipt of additional information from the applicant or others deemed necessary by the Commission in its discretion, or comments and recommendations of boards and officials listed in Section 6.

SECTION 6: COORDINATION WITH OTHER BOARDS ~ Any person filing a Wetlands Protection Act Permit application or (REMOVE RFD AND ADD) *RDA* with the Commission shall provide written notice thereof at the same time, by certified mail or hand delivery, to the Board of Selectmen, Planning Board, Zoning Board of Appeals, Board of Health and Building Inspector. The Commission shall not take final action until such boards and officials have had fourteen (14) days from receipt of notice to file written comments and recommendations with the Commission, which the Commission shall take into account, but which shall not be binding on the Commission. The applicant shall have the right to receive any such comments and recommendations, and to respond to them at a hearing of the Commission, prior to final action.

### SECTION 7: PERMITS AND CONDITIONS (CHANGE TO PARAGRAPH 6)

A permit shall expire three years from the date of issuance. Notwithstanding the above, the Commission in its discretion may issue a permit expiring five years from the date of issuance for recurring or continuous maintenance work, provided that annual notification of time and location of work is given to the Commission. (ADD) *The Commission may extend a permit or a previous extension for an additional period of no greater than three years per extension.* Any permit may be renewed once for an additional one year period, provided that a request for a renewal is received in writing by the Commission prior to expiration. Notwithstanding the above, a permit may contain requirements which shall be enforceable for a stated number of years, indefinitely, or until permanent protection is in place, and shall apply to all owners of the land.

SECTION 8. REGULATIONS~ After public notice and public hearing, the Commission shall promulgate rules and regulations to effectuate the purposes of this bylaw. Failure by the Commission to promulgate such rules and regulations or a legal declaration of their invalidity by a court of law shall not act to suspend or invalidate the effect of this bylaw. At a minimum these regulations shall define key terms in this bylaw not inconsistent with the bylaw and procedures governing the amount and filing of fees. (ADD THE FOLLOWING PARAGRAPH) *The Conservation Commission will establish a draft of proposed changes during regular, properly posted open meetings. Once there is consensus on the proposed changes, a formal hearing will be scheduled and will take place over 2 regularly scheduled meetings. Both hearings will be televised. A notice of the hearings will be put in a local newspaper at least 10 business days prior to the hearing dates. At the discretion of the Conservation Commission, the hearing may be continued to the next consecutive open, regularly scheduled meeting. Once the hearing is closed, the final changes will be drafted and voted on. The proposed and approved changes will be posted on the Commission's Town website.* VOTED UNANIMOUSLY to amend the General Bylaws of the Town, Section XXI, General Wetlands Bylaw, as printed in the warrant.

### **Annual Town Meeting – May 5, 2016**

**ARTICLE 44.** To provide Yard Waste Disposal Services for its residents on a bi-weekly schedule from 5/1 -10/31 (6 mo.) or (12X); or take any other action relative thereto. (Citizen Petition Article) Board of Selectmen and Finance Committee recommend a **STRAW VOTE. (60 / 40)** to provide Yard Waste Disposal Services for its residents on a bi-weekly schedule annually from May 1 through October 31, and to determine the level of support for this expenditure, that the Moderator conduct a straw vote to encourage the Town to set aside funds within the FY2018 Operating Budget to provide for this service.

**ARTICLE 45.** To see if the Town will vote to establish a study committee for the purpose of investigating the feasibility as well as costs and benefits of having the Lunenburg Water District become a Town department and to establish transition milestones. Said committee to report back with its recommendations no later than the 2017 annual town meeting; or take any other action relative thereto. (Submitted by the Board of Selectmen) Board of Selectmen recommends approval, 4 – 1. Finance Committee NDFI. Article 45 was **DEFEATED (NO – 86, YES – 58)**.

Meeting adjourned at 3:25 P.M.

	<b>FY 16 OMNIBUS BUDGET</b>	
<b>LINE #</b>	<b>ACCOUNT</b>	<b>Fiscal Year 2016</b>
	<b><i>Maturing Debt &amp; Interest</i></b>	
1	Principal-Loans	\$ 2,876,260.00
2	Interest –Loans	\$ 1,674,464.00
3	Interest-Temporary Loans	\$ -
3A	Administrative Fees-Loans	\$ 7,196.00
3B	Bond Issuance Costs	\$ -
	<b>Total Maturing Debt</b>	<b>\$ 4,557,920.00</b>
	<b><i>Unclassified</i></b>	
4	Liability Insurance	\$ 210,364.00
5	Workers Compensation	\$ 61,889.00
6	Group Health Insurance	\$ 1,754,073.00
7	Group Life Insurance	\$ 22,191.00
8	Physicals	\$ 3,500.00
9	Print Town Reports	\$ 5,000.00
10	MRPC Assessment	\$ 3,200.00
11	Historical Commission	\$ 500.00
12	Band Concerts	\$ 4,200.00
13	Reserve Fund	\$ 50,000.00
13A	Salary Reserve Fund	\$ 45,000.00
14	Unemployment Expense	\$ 10,000.00
14A	Unempl. Exp.-Stab. Fund	\$ -
15	Medicare Town Share	\$ 217,551.00
	<b>Total Gen Govt. Unclassified</b>	<b>\$ 2,387,468.00</b>
	<b><i>General Government</i></b>	
16	Finance Comm. Expense	\$ 800.00
17	Annual Town Audit	\$ 35,000.00
18	Charter Review Comm.	\$ -
19	Selectmen's Admin	\$ 46,412.00
20	Selectmen Salaries	\$ 500.00
21	Town Manager Salary	\$ 127,500.00
22	Town Manager Expense	\$ 5,350.00
23	Town Accountant	\$ 169,137.00
24	Treasurer's Administration	\$ 63,115.00
25	Banking Charges	\$ 1,000.00
26	Tax Collector's Admin	\$ 78,375.00
27	Assessor's Salaries	\$ -
28	Assessor's Administration	\$ 148,354.00
29	Technology Director	\$ 152,480.00
30	Legal Expenses	\$ 112,500.00
31	Town Clerk Salary	\$ 46,579.00
32	Town Clerk's Admin	\$ 30,383.00
33	Elections	\$ 14,215.00
34	Registration & Census	\$ 12,475.00
35	Planning Board	\$ 136,515.00
36	Zoning Board of Appeals	\$ 3,975.00
37	Conservation Commission	\$ 48,996.00
	<b>Total General Govt.</b>	<b>\$ 1,233,661.00</b>

	<b>Central Purchasing</b>	
38	Central Purchasing	\$ 52,950.00
	<b>Total Central Purchasing</b>	\$ 52,950.00
	<b>Protection</b>	
39	Police Department	\$ 1,352,982.00
40	Police Lock Up	\$ 75,000.00
41	Injury Leave	\$ 5,000.00
42	Police/Fire Med Expenses	\$ 5,000.00
	<b>Subtotal Police</b>	\$ 1,437,982.00
43	Fire Department	\$ 703,540.00
43A	Capital – Fire Dept.	\$ 20,000.00
44	Fire Hydrant Expense	\$ 15,000.00
45	Radio Equipment Maint.	\$ 10,000.00
	<b>Subtotal Fire Dept.</b>	\$ 748,540.00
46	Radio Watch	\$ 261,975.00
	<b>Subtotal Radio Watch</b>	\$ 261,975.00
47	Emergency Management	\$ 6,500.00
48	Sealer of Weights & Measure	\$ 4,100.00
49	Wiring Inspector	\$ 16,500.00
50	Building Inspector	\$ 123,093.00
51	Municipal Hearing Officer	\$ -
52	Plumbing/Gas Inspector	\$ 15,000.00
53	Animal Control	\$ 25,300.00
	<b>Subtotal Other Protection</b>	\$ 190,493.00
	<b>Total Protection</b>	\$ 2,638,990.00
	<b>Health &amp; Sanitation</b>	
54	General Health Expense	\$ 32,590.00
55	Nashoba Board of Health	\$ 22,846.00
56	Nashoba Nursing	\$ 10,227.00
57	Mental Health	\$ -
58	Animal Inspector Salary	\$ 1,000.00
	<b>Total Health &amp; Sanitation</b>	\$ 66,663.00
	<b>Dept. of Public Works</b>	
59	Highway Labor	\$ 406,353.00
60	Highway OT	\$ 6,200.00
61	General Hwy. Maint.	\$ 412,500.00
61A	Capital – General Highway	\$ -
62	Town Highway Garage	\$ 1,020.00
63	Traffic Signs & Devices	\$ 27,745.00
64	Vehicle Maint. - Highway	\$ 70,843.00
65	Vehicle Maint. - Police	\$ 72,425.00

66	Vehicle Maint. - Fire	\$ 44,268.00
67	Park Department	\$ 71,974.00
68	Cemetery Department	\$ 48,910.00
69	Tree Removal	\$ 30,500.00
70	Snow Removal Expense	\$ 275,000.00
	<b>Total DPW</b>	\$ 1,467,738.00
	<b>Facilities and Buildings</b>	
71	Facilities and Grounds	\$ 359,919.00
71A	Additional Utilities, Library	\$ 14,251.00
72	Public Buildings	\$ 251,200.00
	<b>Total Facilities &amp; Buildings</b>	\$ 625,370.00
	<b>Solid Waste/Recycling</b>	
73	Recycling Program	\$ 147,000.00
	<b>Total Solid Waste/Recycle</b>	\$ 147,000.00
	<b>Public Assistance</b>	
74	Council on Aging	\$ 111,210.00
	<b>Subtotal C.O.A.</b>	\$ 111,210.00
75	Veterans' Benefits	\$ 50,000.00
76	Veteran's Administration	\$ 5,250.00
77	Registrar of Vets' Graves	\$ 500.00
78	Memorial Day	\$ 750.00
	<b>Subtotal Veterans</b>	\$ 56,500.00
	<b>Total Assistance</b>	\$ 167,710.00
	<b>Schools</b>	
79	School Department	\$ 17,399,092.00
79A	Unemp.School-Stab/Free Cash	\$ -
79B	Curriculum Update	\$ 116,000.00
80	Monty Tech Assessment	\$ 801,484.00
81	Vehicle Maint. – School	\$ -
	<b>Total Schools</b>	\$ 18,316,576.00
	<b>Library</b>	
82	Lunenburg Public Library	\$ 363,849.00
	<b>Total Library</b>	\$ 363,849.00
	<b>Total Omnibus</b>	\$ 32,025,895.00



## TOWN MEETING EXCERPTS

### Special Town Meeting– August 22, 2016

The Special Town Meeting was called to order in the Lunenburg Middle/High School Auditorium at 7:02 P.M. by the Moderator and he declared that a quorum was present and that the warrant was properly posted. We pledged allegiance to the flag, the Moderator reminded everyone of the rules of procedure and we wished Ms. Lafleur well as this was her last Town Meeting as our Town Manager.

ARTICLE 1. To see if the Town will vote to appropriate and transfer from available funds all sums of money necessary to amend the amounts voted for the Town's FY2017 Budget, under Article 15 of the May 7, 2016 Annual Town Meeting, or take any other action relative thereto. (Submitted by Town Manager) Board of Selectmen and Finance Committee recommend approval. **VOTED** to raise and appropriate the sum of \$114,733 as follows: add to Line 13, Reserve Fund, the sum of \$77,993; and add to line 79, School Department, the sum of \$36,740; to amend the amounts voted under Article 15 of the May 7, 2016 Annual Town Meeting.

**ARTICLE 2.** To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to fund the first year of the FY16, FY17 & FY18 Public Employees Local Union 39 of the Laborers' International Union of North America Collective Bargaining Agreement dated July 1, 2015 – June 30, 2018; or take any action relative thereto. (Submitted by Town Manager) Board of Selectmen and Finance Committee recommend approval. **VOTED** transfer from Article 15 of the May 7, 2016 Annual Town Meeting – Line 13A/Salary Reserve Fund, the sum of \$6,385.96; to fund the first year of the FY 16-FY18 Laborers' International Union of North America, Public Employees Local 39 (DPW Unit) Collective Bargaining Agreement dated July 1, 2015 to June 30, 2018.

**ARTICLE 3.** To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to fund the first year of the FY17, FY18 & FY19 Police Officers Collective Bargaining Agreement dated July 1, 2016 – June 30, 2019 with IBPO Local 353, AFL-CIO; or take any action thereto. (Submitted by Town Manager) Article 3 was **PASSED OVER**. No agreement reached.

**ARTICLE 4.** To see if the Town will or take any other action thereto. (Submitted by Cemetery Commission) Article 4 was **PASSED OVER**.

Article 15 was taken up at this time.

**ARTICLE 5.** To see if the Town will vote to authorize the Board of Selectmen to enter into one or more agreements for a term of up to thirty (30) years, with Solect Energy Development, LLC (or its assigns, successors or affiliates) for the purchase of energy and corresponding net metering credits generated by one or more privately-owned solar photovoltaic facilities to be installed on the rooftops of the Town's Middle/High School and Department of Public Works buildings, such agreements to be on such terms and conditions, and for such consideration, as the Board of Selectmen deems in the best

## **Special Town Meeting– August 22, 2016**

interest of the Town, and to authorize the Board of Selectmen to do all such other things as may be required or convenient to implement and administer such agreements, or take any other action relative thereto. (Submitted by Board of Selectmen) Board of Selectmen and Finance Committee recommend approval. **VOTED UNANIMOUSLY.**

**ARTICLE 6.** To see if the Town will vote to authorize the Board of Selectmen to enter into one or more agreements for payments in lieu of taxes pursuant to G.L. c. 59, § 38H(b), or any other enabling authority, for one or more privately-owned solar photovoltaic facilities to be installed on the rooftops of the Town's Middle/High School and Department of Public Works buildings, such agreements to be on such terms and conditions, and for such consideration, as the Board of Selectmen deems in the best interest of the Town, and to authorize the Board of Selectmen do all such other things as may be required or convenient to implement and administer such agreements, or take any other action relative thereto. (Submitted by Board of Selectmen) Article 6 was **PASSED OVER.**

**ARTICLE 7.** To see if the Town will vote to authorize the Board of Selectmen to enter into one or more agreements for a term of up to thirty (30) years with Borrego Solar Systems Inc. (or its assigns, successors or affiliates) for the purchase of energy and corresponding net metering credits generated by privately-owned solar photovoltaic facilities, such agreements to be on such terms and conditions, and for such consideration, as the Board of Selectmen deems in the best interest of the Town, and to authorize the Board of Selectmen to do all such other things as may be required or convenient to implement and administer such agreement, or take any other action relative thereto. (Submitted by Board of Selectmen) Note: this solar facility is located in Fitchburg: 50% will be provided to the Town and 50% will be allotted to the community. Board of Selectmen and Finance Committee recommend approval. **VOTED UNANIMOUSLY.**

**ARTICLE 8.** To see if the Town will vote to amend the Zoning Bylaw, Section 4.17, Village Center District, by re-lettering Section 4.17.5 (d) as 4.17.5 (c), or take any action relative thereto. (Submitted by the Planning Board) Board of Selectmen recommends approval. Finance Committee no direct financial impact. **VOTED UNANIMOUSLY**

Special Permit Approval Criteria – The Zoning Board of Appeals shall act upon all applications after notice and public hearing and after due consideration may grant such a special permit provided that it finds the proposed use:

- a. Is in harmony with the purpose and intent of the Bylaw and will promote the purposes of the Village Center District.
- b. The use is in harmony with those of the abutting properties and the Village Center District as a whole.
- c. All applicable standards for use, parking, and dimensional requirements are met;
- d. All applicable design standards listed in Section 8 are met.
- e. Where multiple structures are proposed, the site design reflects a thoughtful arrangement of elements that will facilitate the movement of pedestrians between structures through the use of sidewalks, internal walkways, alleys

## **Special Town Meeting– August 22, 2016**

c. The following uses are prohibited in the Village Center District

- 1) Newly constructed One-story buildings on lots of less than 5 acres.
- 2) Retail operations with more than five thousand (5,000) square feet of gross floor area on any individual floor, except for reuse of buildings existing prior to 1 May 2015, with footprints greater than five thousand (5,000) square feet.
- 3) Drive through establishments, excluding those expressly allowed by Special Permit.

**ARTICLE 9.** To see if the Town will vote to amend the Zoning Bylaw, Section 8.4, Development Plan Review, by deleting, in Section 8.4.2.1 (e), the word ‘grated’ and inserting the word ‘granted’ and by amending, the phrase ‘Site Plan Review’ wherever it appears in Section 8.4 to ‘Site Plan Approval’ or take any action relative thereto. (Submitted by Planning Board) Board of Selectmen recommends approval. Finance Committee no direct financial impact. **VOTED UNANIMOUSLY.**

### **8.4.2. Applicability**

#### **8.4.2.1. Projects Requiring Site Plan Review**

- a) New construction or exterior expansion of any non-residential building or multi-family dwelling containing more than four (4) units. "Expansion" shall include a floor space increase of 5,000 square feet or 25% or more within any ten (10) year period, whichever is less.
- b) The construction or enlargement of any multi-family dwelling containing more than four (4) units, or buildings accessory to such dwellings, including such dwellings on contiguous lots under the same ownership.
- c) The construction, rehabilitation, of a building involving ten (10) or more parking spaces.
- d) The construction, reconfiguration or renovation of parking facilities, with the exception of normal maintenance.
- e) Any use designated that is grated granted a Special Permit or Variance by the Zoning Board of Appeals.
- f) Any change of use within an existing building or site.
- g) Any child care facility.

**ARTICLE 10.** To see if the Town will vote to amend the Zoning Bylaw, by deleting the entirety of Section 4.12 Whalom Overlay District, or take any action relative thereto. (Submitted by Planning Board) Board of Selectmen recommends approval 4-1. Finance Committee no direct financial impact. Article 10 was **DEFEATED (49 Yes, 56 No)**

**ARTICLE 11.** To see if the Town will vote to amend the Zoning Bylaw, Section 3.1, Types of Districts, by deleting, the word ‘fifteen’ and inserting the word ‘fourteen’ and by deleting, Section 3.1 l) Whalom Overlay District and adjusting the remaining as follows l) Tri Town Smart Growth District m) Summer Street Revitalization Overlay District n) Village Center District, or take any action relative thereto. (Submitted by Planning Board) Article 11 was **PASSED OVER.**

## **Special Town Meeting– August 22, 2016**

### 3.1. Types of Districts

The Town of Lunenburg is hereby divided into fifteen fourteen (14) (15) types of districts designated as:

- a) Residence A
- b) Residence B
- c) Outlying
- d) Recreation
- e) Commercial
- f) Limited Business/Residential District
- g) Retail Commercial District
- h) Route 2A Overlay District
- i) Office Park and Industrial District
- j) Flood Plain District
- k) Water Supply Protection District
- ~~l) Whalom Overlay District~~
- ñ l) Tri Town Smart Growth District
- ñ m) Summer Street Revitalization Overlay District
- ɵ n) Village Center District

**ARTICLE 12.** To see if the Town will vote to amend the Zoning Bylaw, 3.2.1 Location of Districts, by deleting reference to the Whalom Overlay District, and by deleting May 2, 2015 and inserting August 8, 2016, or take any action relative thereto. (Submitted by Planning Board) (Requires a 2/3 majority vote)

### 3.2. Location of Districts

3.2.1. Said Districts, except Flood Plain Districts, Water Supply Protection Districts, Route 2A Overlay District, ~~Whalom Overlay District~~, and Tri Town Smart Growth District hereinbefore referred to are located and bounded as shown on a map entitled “Revised Protective Bylaw Map of the Town of Lunenburg, Massachusetts”, dated ~~May 2, 2015~~ August 8, 2016, signed by the Planning Board and filed with the Town Clerk, which map, together with all explanatory matter thereon, shall be deemed to accompany and be a part of this Bylaw. The Flood Plain District location described in Section 4.8.2., Water Supply Protection District described in Section 4.9., Route 2A Overlay District as described in Section 4.10., ~~Whalom Overlay District as described in Section 4.12.~~ and Tri Town Smart Growth District as described in Section 4.13. Article 12 was **PASSED OVER.**

**ARTICLE 13.** To see if the Town will vote to amend the Zoning Bylaw Table of Contents, by deleting the words Whalom Overlay District and inserting Repealed, or take any action relative thereto. (Submitted by Planning Board) Article 13 was **PASSED OVER.**

## **Special Town Meeting– August 22, 2016**

### *SECTION 4.0. USE REGULATIONS*

4.1.	Application of Use Regulation	1 – 5
4.2.	Residences and Outlying District Uses	1 – 8
4.3.	Recreation District	1 – 4
4.4.	Limited Business/Residential District	1 – 4
4.5.	Retail Commercial District Uses	1 – 3
4.6.	Commercial District Uses	1 – 7
4.7.	Office Park and Industrial District	1 – 3
4.8.	Flood Plain District Uses	1 – 2
4.9.	Water Supply Protection District	1 – 10
4.10.	Route 2A Overlay District	1 – 2
4.11.	Phased Growth	1 – 3
4.12.	<del>Lake Whalom Overlay District Repealed</del>	1 – 2
4.13.	Tri-Town Smart Growth District	1 - 13
4.14.	Summer Street Revitalization Overlay District	1 – 4
4.15.	Solar Energy Systems	1 – 9
4.16.	Registered Marijuana Dispensaries	1 – 4
4.17.	Village Center District	1 – 9

**ARTICLE 14.** To see if the Town will vote to amend the Official Zoning Map, by deleting the Whalom Overlay District, a copy of which is on file with the Town Clerk and dated August 8, 2016, as may be amended from time to time by Town Meeting, or take any action relative thereto. (Submitted by Planning Board). Article 14 was **PASSED OVER**

**ARTICLE 15.** To see if the Town will vote to authorize the Board of Selectmen to execute a boundary line agreement with Elaine P. Mroz to establish the common boundary line between the Town-owned property located on Chestnut Street, Lunenburg known as Marshall Park and described in a deed recorded with Worcester North District Registry of Deeds in Book 291, Page 497, and the property owned by Elaine Mroz located at 64 Chestnut Street, in said Lunenburg and described in a deed recorded with said Deeds in Book 1974, Page 89, as shown on a plan on file with the Town Clerk, and to release any right, title and interest the Town may have in land owned by Elaine Mroz and to accept a deed for general municipal purposes, for any interest in land that Elaine Mroz may have in land owned by the Town on such terms and conditions as the Board of Selectmen deems appropriate; and further, to authorize the Board of Selectmen to petition the General Court of the Commonwealth of Massachusetts for the approval of such release and conveyance of the Town's interest in said portion of Marshall Park under Article 97 of the Amendments to the Constitution of Massachusetts, if such approval is deemed necessary by the Board of Selectmen; or take any other action relative thereto. (Submitted by Board of Selectmen) Board of Selectmen recommends approval. Finance Committee no direct financial impact. **VOTED UNANIMOUSLY**

**Special Town Meeting– August 22, 2016**

**ARTICLE 16.** To see if the Town will vote to authorize the 10% local match towards the purchase of an Agricultural Preservation Restriction approved by the Massachusetts Department of Agricultural Resources on Lanni Orchards, consisting of 78 acres, more or less, owned by Lanni Orchards, a Partnership (Francesco Lanni, Gennaro Lanni, Mario Lanni and Nicole Lanni, General Partners) and located at 292 Chase Road, Lunenburg, MA, and shown on Assessors Map 162 as parcel 038 and described in a deed with the Worcester Northern District Registry of Land Deeds in Book 1441, Page 46; and further to authorize the Board of Selectmen to do all such other things as may be required or convenient to acquire by gift, purchase, or eminent domain said Agricultural Preservation Restriction or other interests therein in connection therewith; or take any other action relative thereto. (Submitted by Board of Selectmen) Board of Selectmen and Finance Committee recommend approval. **VOTED UNANIMOUSLY.**

Meeting Adjourned at 8:55 P.M.

## **TOWN MEETING EXCERPTS**

### **Special Town Meeting– November 28, 2016**

**The Special Town Meeting was called to order at 7:00 P.M. in the Lunenburg Middle/High school auditorium by the Moderator who noted that a quorum was present and that the warrant was properly posted we pledged allegiance to the flag and then the Moderator reminded us of the rules of conduct for the meeting.**

**ARTICLE 1.** To see if the Town will vote to raise and appropriate or transfer from available funds, all sums of money necessary to amend the amounts voted for the Town's FY'2017 Budget, under Article 15 of the May 7, 2016 Town Meeting; or take any other action relative thereto. (Submitted by Interim Town Manager) Board of Selectmen and Finance Committee recommend approval. **VOTED** to raise and appropriate the sum of \$189,139 and adjust the transfer from the Student Transportation Offset Receipt Fund from \$31,623.00 to \$-0- as follows: add to Line 13, Interest Temporary Loans, the sum of \$1,184; add to Line 4, Liability Insurance, the sum of \$8,876; add to Line 5, Workers Compensation, the sum of \$2,430; add to Line 13, Reserve Fund, Pavement Management Program (as amended) the sum of \$120,407; add to Line 23, Town Accountant, the sum of \$1,042; add to Line 61, General Highway Maintenance, the sum of \$40,200; add to Line 64, Vehicle Maintenance – Highway, the sum of \$15,000; and deduct from Line 79, School Department, the sum of \$31,623; to amend the amounts voted under Article 15 of the May 7, 2016 Annual Town Meeting and Article 1 of the August 22, 2016 Special Town Meeting. [Submitted by Interim Town Manager]

**ARTICLE 2.** To see if the Town will vote to authorize the Board of Selectmen, pursuant to M. G. L. Chapter 61B, to raise, appropriate, or transfer from available funds or borrow a sum of money in order to purchase property located at 200 Reservoir Road and known as the Estate of Vera R. Barney shown on a July 2016 plan recorded with Worcester Northern District Registry of Deeds at Plan Book 507, Plan 25, shown as five numbered lots and consisting of 20.36 acres, more or less; or take any other action relative thereto. (Submitted by Board of Selectmen) Board of Selectmen and Finance Committee to make recommendations at Special Town Meeting. Article 2 was **PASSED OVER.**

**ARTICLE 3.** To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to fund the first year of the FY17, FY18 & FY19 Police Officers Collective Bargaining Agreement dated July 1, 2016 – June 30, 2019 with IBPO Local 353, AFL-CIO; or take any other action relative thereto. (Submitted by Interim Town Manager) Board of Selectmen and Finance Committee recommend approval. **VOTED UNANIMOUSLY** to transfer from Article 15 of the May 7, 2016 Annual Town Meeting – Line 13A, Salary Reserve, the sum of \$34,378; and transfer from Article 15 of the May 7, 2016 Annual Town Meeting – Line 46, Radio Watch, the sum of \$13,400; and transfer to Article 15, of the May 7, 2016 Annual Town Meeting – Line 39, Police Department, the sum of \$47,778; to fund the first year of the FY17, FY18 & FY19 Police Officers Collective Bargaining Agreement dated July 1, 2016 – June 30, 2019 with IBPO Local 353, AFL-CIO.

**ARTICLE 4.** To see if the Town will vote to create a special purpose stabilization fund pursuant to M.G.L. c. 44 § 5B, entitled "Town Building Stabilization Fund," for the purpose of funding the

### **Special Town Meeting– November 28, 2016**

building, remodeling, purchasing, leasing or demolishing of municipal buildings. Revenues from the sale of the properties listed in Article 5 shall be placed in this account and used for this purpose; or take any other action relative thereto. (Submitted by the Board of Selectmen) Board of Selectmen and Finance Committee recommend approval. **VOTED UNANIMOUSLY** with M.G.L. reference changed to Chapter 40 § 5B.

**ARTICLE 5.** To see if the Town will vote to identify and/or re-identify the following listed land and/or buildings situated thereon as surplus; to transfer the care, custody and control of the land and/or buildings described below from the Board or Boards having custody of said properties held for the purposes for which they are currently held to the Board of Selectmen for general municipal purposes and the purpose of conveyance, and to authorize the Board of Selectmen to convey a fee simple interest in the following parcels of town-owned land or any portion thereon, or to lease any of the properties or any portion thereof, on such terms and conditions as the Board of Selectmen deems to be in the best interest of the Town, and to execute any and all agreements and documents to effectuate said sale or lease of any of the properties and any portion thereof *and* to authorize and/or reauthorize the Board of Selectmen to sell and/or lease the parcels and/or buildings situated thereon, and/or subdivide in any manner said parcels and/or buildings situated and/or take any legal action necessary to empower the Board of Selectmen to effectuate the sale, lease, subdivision and/or transfer of said land and buildings situated thereon; and to deposit any revenues generated from the sale, lease and/or transfer into the special revenue account created in Article 4, or take any other action relative thereto.

(Submitted by the Board of Selectmen) Board of Selectmen recommends approval 3-2 and Finance Committee recommend approval 4-2.

Ritter Memorial Building; Assessors' Map 071, Lot 074  
Town Hall; Assessors' Map 060, Lot 005  
Primary School, Assessors' Map 071, Lot 076  
Brooks House, Assessors' Map 060, Lot 055  
T. C. Passios School, Assessors' Map 060, Lot 055

**VOTED** to identify and/or re-identify the following listed land and/or buildings situated thereon as surplus; and to authorize the Board of Selectmen to solicit proposals for the possible conveyance, lease or subdivision of the parcels and/or building situated thereon and to present any submitted plans/proposals for the reuse of said buildings at some future Town Meeting whenever said plans/proposals are deemed ready for acceptance.

Ritter Memorial Building; Assessors' Map 071, Lot 074  
Town Hall; Assessors' Map 060, Lot 005  
Primary School, Assessors' Map 071, Lot 076  
Brooks House, Assessors' Map 060, Lot 055  
T. C. Passios School, Assessors' Map 060, Lot 055



## **Special Town Meeting– November 28, 2016**

**ARTICLE 6.** To see if the Town will vote to appropriate the sum of \$35,000 from the Sale of Cemetery lots account to be used for the care, improvement and embellishment of the Cemeteries; or take any other action relative thereto. (Submitted by Cemetery Commission) Board of Selectmen and Finance Committee recommend approval. **VOTED UNANIMOUSLY** to appropriate the sum of \$35,000 from the Sale of Cemetery lots account to be used for the care, improvement and embellishment of the Cemeteries.

**ARTICLE 7.** To see if the Town will vote to amend Article XV of the Town's Bylaw entitled "Salary Administration Plan" of the Town of Lunenburg as follows: the Public Access Cable Committee Coordinator position be moved from Grade 8 to Grade 10, the Grade 8 position be retitled "Public Access Cable Committee Assistant"; the position of "Public Access Cable Committee Manager" be added and assigned to Grade 11; that "Building Inspector" be retitled "Building Commissioner"; the Land Use Director position moved to Grade 16 and the contract positions of Fire Chief and Town Accountant/Financial Director be added to Grade 16; that the current position of Police Chief be assigned as Grade 18. [Submitted by the Board of Selectmen] Board of Selectmen and Finance Committee recommend approval. Personnel Committee recommends approval. **VOTED** to amend Article XV of the Town's Bylaw entitled "Salary Administration Plan" of the Town of Lunenburg as follows: the Public Access Cable Committee Coordinator position be moved from Grade 8 to Grade 10, the Grade 8 position be retitled "Public Access Cable Committee Assistant"; the position of "Public Access Cable Committee Manager" be added and assigned to Grade 11; that "Building Inspector" be retitled "Building Commissioner"; the Land Use Director position moved to Grade 16 and the contract positions of Fire Chief and Town Accountant/Financial Director be added to Grade 16; that the current position of Police Chief be assigned as Grade 18.

**ARTICLE 8.** To see if the Town will vote to amend Article XV of the Town's Bylaw entitled "Salary Administration Plan" of the Town of Lunenburg as follows: to replace the Fiscal Year 2017 Salary Administration Plan salary schedule with the proposed salary schedule and use the proposed salary schedule to calculate the FY18 Salary Administration Plan salary schedule which includes the 2% COLA approved at the May 2016 Annual Town Meeting; or take any other action relative thereto. (Submitted by the Board of Selectmen) Personnel Committee, Board of Selectmen recommend approval 4-1 abstained and Finance Committee recommends approval. **VOTED** to amend Article XV of the Town's Bylaw entitled "Salary Administration Plan" of the Town of Lunenburg as follows: to replace the Fiscal Year 2017 Salary Administration Plan salary schedule with the proposed salary schedule and use the proposed salary schedule to calculate the FY18 Salary Administration Plan salary schedule which includes the 2% COLA approved at the May 2016 Annual Town Meeting as follows:

**Special Town Meeting– November 28, 2016**

			<b>TOWN OF LUNENBURG</b>					
			<b>SALARY SCHEDULE</b>					
			<b>FOR FISCAL YEAR 2017</b>					
Grade	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8
1	9.44	9.72	10.01	10.31	10.62	10.93	11.26	11.61
2	\$10.28	\$10.59	\$10.91	\$11.24	\$11.58	\$11.92	\$12.28	\$12.65
3	\$11.21	\$11.55	\$11.89	\$12.25	\$12.62	\$12.99	\$13.38	\$13.79
4	\$12.22	\$12.59	\$12.96	\$13.35	\$13.75	\$14.17	\$14.59	\$15.02
5	\$13.32	\$13.72	\$14.13	\$14.56	\$14.99	\$15.44	\$15.90	\$16.38
6	\$14.51	\$14.95	\$15.40	\$15.86	\$16.34	\$16.83	\$17.33	\$17.85
7	\$15.82	\$16.30	\$16.79	\$17.29	\$17.81	\$18.34	\$18.89	\$19.46
8	\$17.25	\$17.77	\$18.30	\$18.85	\$19.41	\$19.99	\$20.59	\$21.22
9	\$18.80	\$19.36	\$19.94	\$20.54	\$21.15	\$21.80	\$22.45	\$23.12
10	\$20.49	\$21.10	\$21.74	\$22.39	\$23.06	\$23.76	\$24.47	\$25.20
11	\$22.34	\$23.01	\$23.69	\$24.41	\$25.14	\$25.90	\$26.67	\$27.47
12	\$24.35	\$25.08	\$25.83	\$26.60	\$27.40	\$28.22	\$29.07	\$29.95
13	\$26.54	\$27.34	\$28.15	\$29.00	\$29.87	\$30.76	\$31.69	\$32.64
14	\$28.93	\$29.79	\$30.69	\$31.61	\$32.56	\$33.54	\$34.54	\$35.58
15	\$31.53	\$32.48	\$33.45	\$34.46	\$35.49	\$36.55	\$37.65	\$38.78
16	\$34.36	\$35.39	\$36.45	\$37.56	\$38.68	\$39.84	\$41.03	\$42.27
17	\$37.46	\$38.59	\$39.74	\$40.93	\$42.16	\$43.42	\$44.73	\$46.07
18	\$40.83	\$42.05	\$43.32	\$44.61	\$45.95	\$47.34	\$48.76	\$50.21
19	\$44.50	\$45.84	\$47.22	\$48.63	\$50.09	\$51.59	\$53.14	\$54.73
20	\$48.51	\$49.97	\$51.47	\$53.01	\$54.60	\$56.24	\$57.93	\$59.66

**ARTICLE 9.** To see if the Town will vote to appropriate from Public, Educational and Governmental Access and Cable Related Fund Revenues, the sum of \$110,142.36 to supplement the amounts voted under Article 25 of the May 7, 2016 Annual Town Meeting to fund the FY17 Public, Educational and Governmental Access Committee operating budget; or take any other action relative thereto. (Submitted by the Public Access Cable Committee) Board of Selectmen and Finance Committee recommend approval. **VOTED** to appropriate from Public, Educational and Governmental Access and Cable Related Fund Revenues, the sum of \$110,142.36 to supplement the amounts voted under Article 25 of the May 7, 2016 Annual Town Meeting to fund the FY17 Public, Educational and Governmental Access Committee operating budget.

Meeting Adjourned at 9:14 P.M.

**SPECIAL STATE PRIMARY  
FEBRUARY 2, 2016**

**DEMOCRATIC PARTY**

**PRE B**

**REPRESENTATIVE IN GENERAL COURT  
THIRD WORCESTER DISTRICT**

JOSEPH D. BYRNE	21
STEPHEN HAY	17
KIMATRA MAXWELL	14
DEAN TRAN	1
STEPHEN P. SANDRELLI	0
BLANKS	0
Write-ins:	0
<b>TOTAL</b>	<b>53</b>

**REPUBLICAN PARTY**

**REPRESENTATIVE IN GENERAL COURT  
THIRD WORCESTER DISTRICT**

DEAN TRAN	40
STEPHEN P. SANDRELLI	0
BLANKS	7
Write-ins:	0
<b>TOTAL</b>	<b>47</b>

**GREEN RAINBOW PARTY**

**REPRESENTATIVE IN GENERAL COURT  
THIRD WORCESTER DISTRICT**

NO NOMINATION	0
BLANKS	0
Write-ins	0
<b>TOTAL</b>	<b>0</b>

**UNITED INDEPENDENT PARTY**

**REPRESENTATIVE IN GENERAL COURT  
THIRD WORCESTER DISTRICT**

NO NOMINATION	0
BLANKS	0
Write-ins	0
<b>TOTAL</b>	<b>0</b>

**The Commonwealth of Massachusetts**  
**PRESIDENTIAL PRIMARY**  
**DEMOCRATIC**  
**TALLY SHEET**  
**Tuesday, March 1, 2016**

<b>PRESIDENTIAL PREFERENCE</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>TOTAL</b>
BERNIE SANDERS	271	285	262	268	1086
MARTIN O'MALLEY	0	2	0	0	2
HILLARY CLINTON	197	200	175	180	752
ROQUE "ROCKY" DE LA FUENTE	3	1	0	1	5
NO PREFERENCE	1	1	2	3	7
ALL OTHERS	2	2	3	1	8
BLANKS	2	0	3	5	10
<b>TOTAL</b>	<b>476</b>	<b>491</b>	<b>445</b>	<b>458</b>	<b>1870</b>

<b>STATE COMMITTEE MAN</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>TOTAL</b>
HAROLD P. NAUGHTON, JR	120	131	153	136	540
JOSEPH D. BYRNE	235	275	179	206	895
ALL OTHERS	0	5	2	0	7
BLANKS	121	80	111	116	428
<b>TOTAL</b>	<b>476</b>	<b>491</b>	<b>445</b>	<b>458</b>	<b>1870</b>

<b>STATE COMMITTEEWOMAN</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>TOTAL</b>
SALLY H. CRAGIN	359	404	334	335	1432
ALL OTHERS	1	3	1	3	8
BLANKS	116	84	110	120	430
<b>TOTAL</b>	<b>476</b>	<b>491</b>	<b>445</b>	<b>458</b>	<b>1870</b>

**The Commonwealth of Massachusetts**  
**PRESIDENTIAL PRIMARY**  
**DEMOCRATIC**  
**TALLY SHEET**  
**Tuesday, March 1, 2016**

<b>TOWN COMMITTEE</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>TOTAL</b>
ALL OTHERS	23	6	0	1	30
BLANKS	4737	4904	4450	4579	18,670
<b>TOTAL</b>	<b>4760</b>	<b>4910</b>	<b>4450</b>	<b>4580</b>	<b>18,700</b>

The Commonwealth of Massachusetts  
**PRESIDENTIAL PRIMARY**  
**REPUBLICAN**  
**TALLY SHEET**  
**Tuesday, March 1, 2016**

<b>PRESIDENTIAL PREFERENCE</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>TOTAL</b>
JIM GILMORE	1	0	1	0	2
DONALD J. TRUMP	218	194	236	209	857
TED CRUZ	42	38	52	45	177
GEORGE PATAKI	0	0	0	0	0
BEN CARSON	19	16	24	15	74
MIKE HUCKABEE	1	0	0	0	1
RAND PAUL	1	1	2	0	4
CARLY FIORINA	1	2	0	1	4
RICK SANTORUM	0	0	0	0	0
CHRIS CHRISTIE	2	0	1	0	3
MARCO RUBIO	97	61	46	70	274
JEB BUSH	6	5	6	3	20
JOHN R. KASICH	54	52	61	69	236
NO PREFERENCE	6	2	4	2	14
ALL OTHERS	1	1	0	0	2
BLANKS	3	2	0	0	5
<b>TOTAL</b>	<b>452</b>	<b>374</b>	<b>433</b>	<b>414</b>	<b>1673</b>
<b>STATE COMMITTEE MAN</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>TOTAL</b>
THOMAS F. ARDINGER	267	195	257	242	961
MARK P. HAWKE	121	116	119	105	461
ALL OTHERS	0	1	1	3	5
BLANKS	64	62	56	64	246
<b>TOTAL</b>	<b>452</b>	<b>374</b>	<b>433</b>	<b>414</b>	<b>1673</b>
<b>STATE COMMITTEEWOMAN</b>	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>TOTAL</b>
SUSAN E. SMILEY	271	186	263	248	968
MELODY B. PHELPS	115	113	102	94	424
ALL OTHERS	2	1	0	0	3
BLANKS	64	74	68	72	278
<b>TOTAL</b>	<b>452</b>	<b>374</b>	<b>433</b>	<b>414</b>	<b>1673</b>

**The Commonwealth of Massachusetts**  
**PRESIDENTIAL PRIMARY**  
**REPUBLICAN**  
**TALLY SHEET**  
**Tuesday, March 1, 2016**

<b>TOWN COMMITTEE</b>					
	A	B	C	D	TOTAL
GROUP					
LANCE D. MAY	268	203	240	234	945
EDWARD J. WALKONEN	228	171	235	205	839
DENNIS J. RINKI	239	170	212	210	831
RENE M. LAFAYETTE	217	160	214	203	794
ELIZABETH L. COX	234	175	218	205	832
PETER S. COX	230	161	217	208	816
ANNE SHATTUCK	229	176	229	218	852
LORRAINE MENDOZA	220	169	222	215	826
PAUL K. NORTON	222	162	221	213	818
DIANE R. NORTON	219	170	217	209	815
ROBERT J. SAIIA	225	162	208	209	804
JAMES A. HAYS	234	180	225	214	853
ELAINE D. DeCELL	222	163	220	203	808
EDWARD R. HARRIMAN	240	189	222	211	862
RUTH L. ANDERSON	232	180	227	234	873
DONNA LAFAYETTE	3	1	0	4	8
STEVEN HARTKA	3	1	1	3	8
ALL OTHERS	2	4	1	1	8
BLANKS	12,353	10,493	11,826	11,291	45,963
<b>TOTAL</b>	<b>15,820</b>	<b>13,090</b>	<b>15,155</b>	<b>14,490</b>	<b>58,555</b>

SPECIAL STATE ELECTION	
PRECINCT "B" ONLY	
Tuesday, March 1, 2016	
REPRESENTATIVE IN GENERAL COURT	
STEPHAN HAY	399
DEAN TRAN	440
ALL OTHERS	0
BLANKS	15
TOTAL	854

UNITED INDEPENDENT  
TALLY SHEET

Tuesday, March 1, 2016

TOWN COMMITTEE					
	A	B	C	D	TOTAL
WRITE-IN	0	0	0	0	0
BLANKS	20	50	20	0	90
TOTAL	20	50	20	0	90

GREEN~RAINBOW  
TALLY SHEET

Tuesday, March 1, 2016

TOWN COMMITTEE					
	A	B	C	D	TOTAL
BLANKS	10	0	30	0	40
TOTAL	10	0	30	0	40

<p align="center"><b>ANNUAL TOWN ELECTION</b>  <b>SATURDAY MAY 21, 2016</b></p>
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<b>** ELECTED</b>	<b><u>PREC A</u></b>	<b><u>PREC B</u></b>	<b><u>PREC C</u></b>	<b><u>PREC D</u></b>	<b><u>TOTAL</u></b>
<b>SELECTMEN - For 3 years / Vote for Two</b>					
<b>** Robert J. Ebersole</b>	80	43	58	73	254
<b>** James E. Toale</b>	84	51	63	85	283
<b>Blanks</b>	46	54	35	54	189
<b>TOTAL</b>	210	148	156	212	726
<b>SEWER COMMISSIONER – For 3 years / Vote for Two</b>					
<b>** John Reynolds</b>	82	52	65	88	287
<b>** Carl A. Luck</b>	71	38	53	69	231
<b>Blanks</b>	57	58	38	55	208
<b>TOTAL</b>	210	148	156	212	726
<b>SEWER COMMISSIONER – For Two Years / Vote for One</b>					
<b>Blanks</b>	105	74	78	106	363
<b>TOTAL</b>	105	74	78	106	363
<b>SEWER COMMISSIONER – For One Year / Vote for One</b>					
<b>Blanks</b>	105	74	78	106	363
<b>TOTAL</b>	105	74	78	106	363
<b>BOARD OF HEALTH MEMBER – For 3 years / Vote for One</b>					
<b>** James J. Auge</b>	75	52	60	74	261
<b>Blanks</b>	30	22	18	32	102
<b>TOTAL</b>	105	74	78	106	363
<b>ASSESSOR – For 3 years / Vote for One</b>					
<b>**Rena Swezey</b>	10	8	5	13	36
<b>Blanks</b>	95	66	73	93	327
<b>TOTAL</b>	105	74	78	106	363
<b>TOWN CLERK – For 3 years / Vote for One</b>					
<b>** Kathryn M. Herrick</b>	88	62	71	87	308
<b>Blanks</b>	17	12	7	19	55
<b>TOTAL</b>	105	74	78	106	363
<b>CONSTABLE – For 3 years / Vote for One</b>					
<b>** John E. Baker</b>	80	53	60	85	278
<b>Blanks</b>	25	21	18	21	85
<b>TOTAL</b>	105	74	78	106	363
<b>SCHOOL COMMITTEE MEMBER – For 3 years / Vote for Two</b>					
<b>** Meredith A. Weiss</b>	78	47	53	76	254
<b>** Dawnmarie Ayles</b>	77	48	54	80	259
<b>Blanks</b>	55	53	49	56	213
<b>TOTAL</b>	210	148	156	212	726



## ANNUAL TOWN ELECTION (continued)

<b>**ELECTED</b>	<b><u>PREC A</u></b>	<b><u>PREC B</u></b>	<b><u>PREC C</u></b>	<b><u>PREC D</u></b>	<b><u>TOTAL</u></b>
<b>PARK COMMISSIONER – For 3 years / Vote for One</b>					
<b>**Dennis Mannone</b>	6	0	0	11	17
<b>Blanks</b>	99	74	78	95	346
<b>TOTAL</b>	105	74	78	106	363
<b>PARK COMMISSIONER – For 2 Years / Vote for One</b>					
<b>** Karin Menard</b>	76	49	64	73	262
<b>Blanks</b>	29	25	14	33	101
<b>TOTAL</b>	105	74	78	106	363
<b>COMMISSIONER OF TRUST FUNDS – For 3 years / Vote for One</b>					
<b>**Robert Herrick</b>	1	1	0	1	3
<b>Blanks</b>	104	73	78	105	360
<b>TOTAL</b>	105	74	78	106	363
<b>CEMETERY COMMISSIONER – For 3 years / Vote for One</b>					
<b>** Lance D. May</b>	77	56	62	79	274
<b>Blanks</b>	28	18	16	27	89
<b>TOTAL</b>	105	74	78	106	363
<b>LIBRARY TRUSTEE – For 3 years / Vote for Two</b>					
<b>** Donna R. Saiia</b>	77	49	63	80	269
<b>** Richard N. Mailloux</b>	74	48	60	79	261
<b>Blanks</b>	59	51	33	53	196
<b>TOTAL</b>	210	148	156	212	726
<b>LIBRARY TRUSTEE – For 2 Years / Vote for One</b>					
<b>** Kiirja Paananen</b>	76	50	62	80	268
<b>Blank</b>	29	24	16	26	95
<b>TOTAL</b>	105	74	78	106	363
<b>PLANNING BOARD MEMBER – For 5 years / Vote for One</b>					
<b>** David Prokowiec</b>	76	51	59	77	263
<b>Blanks</b>	29	23	19	29	100
<b>TOTAL</b>	105	74	78	106	363
<b>HOUSING AUTHORITY MEMBER – For 5 years / Vote for One</b>					
<b>** Linda M. McDonald</b>	76	53	59	86	274
<b>Blanks</b>	29	21	19	20	89
<b>TOTAL</b>	105	74	78	106	363
<b>DEBT EXCLUSION</b>					
<b>QUESTION 1 –Pavement Management Plan</b>					
<b>Yes</b>	58	27	34	62	181
<b>No</b>	28	36	32	31	127
<b>Blanks</b>	19	11	12	13	55
<b>TOTAL</b>	105	74	78	106	363

## FY 2017 ELECTED OFFICIALS

### **MODERATOR**

2018 Timothy W. Murphy

### **SELECTMEN**

2017 Thomas A. Alonzo

2017 Phyllis M. Luck

2018 Paula J. Bertram

2019 Jamie E. Toale\*\*

2019 Robert J. Ebersole

### **BOARD OF HEALTH**

2017 Perry R. Jewell

2017 Paul J. Fortin

2018 David M. Passios

2018 George L. Emond, Jr\*\*

2019 James J. Auge

### **BOARD OF ASSESSORS**

2017 Louis J. Franco\*\*

2018 Richard J. Letarte

2019 Rena Swezey

### **SEWER COMMISSION**

2017 Troy Daniels/Joan Pease (appointed)

2017 Vacant/Joseph Anderson (appointed)

2018 Susan M. Bunish/Richard St. Cyr(appointed)

2019 John D. Reynolds

2019 Carl A. Luck\*\*

### **TOWN CLERK**

2019 Kathryn M. Herrick

### **CONSTABLE**

2019 John E. Baker

### **SCHOOL COMMITTEE**

2017 Michael J. Mackin\*\*

2017 Heather A. Sroka

2018 Wendy L. Bertrand

2019 Meredith A. Weiss

2019 Dawnmarie Ayles

### **PARK COMMISSIONERS**

2017 Peter McCauliff (appointed)

2018 Karin Menard

2019 Dennis A. Mannone

### **TRUST FUND COMMISSIONERS**

2017 Karen M. Ullo

2018 Michael D. Gale\*\*

2019 Robert M. Herrick

### **CEMETERY COMMISSIONERS**

2017 G. Stephen Schaff\*\*

2018 Lorraine Mendoza

2019 Lance D. May

### **LIBRARY TRUSTEES**

2017 Susan A. Visser

2017 Harry M. Kubetz

2018 Kiirja K. Paananen

2018 Lars Widstrand

2018 Gare F. Thompson

2019 Richard N. Mailloux\*\*

2019 Donna G. Saiia

### **PLANNING BOARD**

2017 Gregory P. Bittner

2018 Damon J. McQuaid

2019 Kenneth J. Chenis

2020 Matthew A. Allison\*\*

2021 David Prokowiew

### **HOUSING AUTHORITY**

2018 Deborah A. H. Christen

2019 Caroline S. Fortin

2020 Paul J. Doherty

2021 Linda M. McDonald

### **Appointed By Governor:**

2011 Elizabeth A. Murphy\*\*

\*\*Denotes Chairperson



## **STATE ELECTION – NOVEMBER 8, 2016**

	<b><u>PREC A</u></b>	<b><u>PREC B</u></b>	<b><u>PREC C</u></b>	<b><u>PRE D</u></b>	<b><u>TOTAL</u></b>
<b>PRESIDENT / VICE PRESIDENT</b>					
CLINTON / KAINE	753	723	753	709	2938
JOHNSON / WELD	106	87	106	87	386
STEIN / BARAKA	19	22	16	22	79
TRUMP / PENCE	727	600	799	676	2802
BLANKS	39	33	42	32	146
Write-ins	31	13	21	24	89
<b>TOTAL</b>	1675	1478	1737	1550	6440
<b>REPRESENTATIVE IN CONGRESS – 3<sup>RD</sup></b>					
NICOLA S. TSONGAS	930	903	932	889	3654
ANN WOFFORD	683	511	730	594	2518
BLANKS	61	63	75	67	266
Write-ins	1	1	-	-	2
<b>TOTAL</b>	1675	1478	1737	1550	6440
<b>COUNCILLOR – 7<sup>TH</sup> DISTRICT</b>					
JENNIE L. CAISSIE	890	680	936	786	3292
MATTHEW CJ VANCE	638	687	649	601	2575
BLANKS	147	111	152	163	573
Write-ins	-	-	-	-	-
<b>TOTAL</b>	1675	1478	1737	1550	6440
<b>SENATOR IN GENERAL COURT</b>					
WORCESTER & MIDDLESEX DISTRICT					
JENNIFER L. FLANAGAN	1248	1121	1259	1132	4760
BLANKS	426	357	478	418	1679
Write-ins	1	-	-	-	1
<b>TOTAL</b>	1675	1478	1737	1550	6440
<b>REPRESENTATIVE IN GENERAL COURT</b>					
THIRTY SEVENTH MIDDLESEX					
JENNIFER E. BENSON	1255	-	1267	1144	3666
BLANKS	420	-	470	406	1296
Write-ins	-	-	-	-	-
<b>TOTAL</b>	1675	-	1737	1550	4962



<b>State Election (continued)</b>	<b>PREC A</b>	<b>PREC B</b>	<b>PREC C</b>	<b>PRE D</b>	<b>TOTAL</b>
<b>REPRESENTATIVE IN GENERAL COURT</b>					
THIRD WORCESTER DISTRICT					
STEPHAN HAY	-	1115	-	-	1115
BLANKS	-	363	-	-	363
Write-ins	-	-	-	-	-
<b>TOTAL</b>	-	1478	-	-	1478
<b>SHERIFF</b>					
WORCESTER COUNTY					
LEWIS G. EVANGELIDIS	1274	1107	1312	1156	4849
BLANKS	401	371	425	394	1591
Write-ins:	-	-	-	-	-
<b>TOTAL</b>	1675	1478	1737	1550	6440
<b>QUESTION 1 - GAMING</b>					
YES	721	677	791	651	2840
NO	897	736	895	850	3378
BLANKS	57	65	51	49	222
<b>TOTAL</b>	1675	1478	1737	1550	6440
<b>QUESTION 2 - CHARTER SCHOOLS</b>					
YES	646	503	714	611	2474
NO	1001	854	993	912	3760
BLANKS	28	121	30	27	206
<b>TOTAL</b>	1675	1478	1737	1550	6440
<b>QUESTION 3 - CONFINING FARM ANIMALS</b>					
YES	1185	1066	1255	1118	4624
NO	460	371	449	407	1687
BLANKS	30	41	33	25	129
<b>TOTAL</b>	1675	1478	1737	1550	6440
<b>QUESTION 4 - MARIJUANA USE ETC.</b>					
YES	879	806	914	778	3377
NO	769	641	804	757	2971
BLANKS	27	31	19	15	92
<b>TOTAL</b>	1675	1478	1737	1550	6440

## ***MISCELLANEOUS INFORMATION***

BENOIT	MATTHEW	FIRE	13,323.91	CHARTRAND	BRIAN	SCHOOL	26,882.81
BENOIT	NEIL	SCHOOL	10,919.56	CHEESMAN	MARTHA	SCHOOL	1,120.00
BERRY	CATHLEEN	SCHOOL	8,461.82	CHEESMAN	ETHAN	SCHOOL	9,088.03
BERTRAM	PAULA	SELECTMEN	100.00	CHOW	KAREN	SCHOOL	4,383.82
BETTI	LINDA	SCHOOL	455.04	CHRISTENSEN	LAUREN	SCHOOL	2,526.20
BEVERLY	ANNE	SCHOOL	163.35	CLARK	RYAN	DPW	44,059.85
BIDLEMAN	JENNIFER	SCHOOL	880.15	CLARK	CHRISTOPHER	DPW	13,798.09
BIENVENU	NICOLE	SCHOOL	59,602.10	CLARKE	EMILY	SCHOOL	56,868.55
BIERY	JEANETTE	SCHOOL	22,683.45	COHEN	RICHARD	SCHOOL	61,433.99
BIERY	JENNIFER	SCHOOL	66,060.88	COLBURN	CHARLES	FIRE	16,880.53
BILOTTA	SHEILA	SCHOOL	80,387.92	COLLETTE	LINDA	SCHOOL	76,519.99
BINGHAM	GREGORY	CEMETERY	301.02	COMEAU	KATHLEEN	ANIMAL CONTROL	13,500.00
BISHOP	RICHARD	FIRE	100.00	CONNERY	SEAN	POLICE	92,310.27
BLAISDELL	ELAINE	SCHOOL	104,962.16	CONNERY	RHONDA	SCHOOL	82,403.12
BLANCHETTE	ERIN	SCHOOL	66,561.58	CONNOLLY	LEONA	TAX WORKOFF	945.00
BLAUSER	THERYN	VET AGENT	5,000.00	COONEY	LAURIE	SCHOOL	45,703.59
BLOOM	PHYLLIS	SCHOOL	780.00	COONEY	TINA	SCHOOL	48,682.67
BOGGIO	MARJORIE	PLANNING	55,296.07	COONEY	RYAN	SCHOOL	3,010.00
BOONE	STEVEN	SCHOOL	90,126.78	COONEY	SEAN	SCHOOL	1,856.95
BORNEMAN	PENNEY	SCHOOL	26,406.16	COONEY	WILLIAM	SCHOOL	4,379.29
BORNEMAN	JARED	SCHOOL	3,095.00	COOPER	KERRY	SCHOOL	56,340.99
BORNEMAN	BRANDON	SCHOOL	2,415.00	CORBETT	KENNETH	SCHOOL	34,685.36
BORRESON	SHERRI	SCHOOL	80,843.32	CORDEIRO	KATHLEEN	SCHOOL	14,036.75
BOUDREAU	BENJAMIN	FIRE	29,737.23	CORMIER	MEREDITH	SCHOOL	82,257.21
BOYLE	JASON	FIRE	5,114.95	CORMIER	MATHEW	FIRE	1,700.48
BRAMAN	KAROLYN	SCHOOL	9,899.32	CORMIER	JESSICA	SCHOOL	58,504.16
BRAND	HARRISON	SCHOOL	2,458.37	COSTELLO	JOHN	SCHOOL	2,801.00
BRAZELL	JOANNE	COA	5,842.02	COURNOYER	JEFFREY	SCHOOL	76,059.22
BREAULT	JIMMY	DPW	68,805.26	COURTEMANCHE	MARIA	SCHOOL	83,061.47
BRITO	RUBEN	SCHOOL	1,680.00	COURTEMANCHE	MICHAEL	SCHOOL	87,676.71
COURTEMANCHE	CHARLES	SCHOOL	2,294.00	GEARIN	DAWN	SCHOOL	77,514.49
CRAIGEN	SHEILA	ASSESSORS	22,871.89	GENTILELLA	JAMES	SCHOOL	8,089.77
CROWDEN	NICOLA	SCHOOL	786.16	GENTILELLA	NICOLE	SCHOOL	466.70
CULLINANE	STEPHEN	WGHTS/MEASURES	4,000.00	GIANCOLA	LOUIS	SCHOOL	840.02
CURLEY	SANDRA	SCHOOL	87,328.31	GIULIANI	KARYN	SCHOOL	71,401.53
DACOSTA	ROBERT	POLICE	8,823.44	GLENNY	MATTHEW	FIRE	5,883.59
DAVIS	MARY JEAN	SCHOOL	15,624.96	GOGUEN	HAILEY	SCHOOL	2,948.80
DAVULIS	NATALIE	SCHOOL	72,448.70	GOULART	JENNIFER	SCHOOL	1,565.00
DEBETTENCOURT	CAROL	SCHOOL	16,541.99	GRAY	JACKLYN	SCHOOL	2,645.17
DEBETTENCOURT	TIMOTHY	SCHOOL	46,960.64	GREBINAR	DAWN	SCHOOL	62,721.95
DEFELICE	CHRISTINE	SCHOOL	75,646.49	GREEN	TERRI	SCHOOL	25,237.79
DEMEO	JESSICA	SCHOOL	779.50	GREENE	FRANKLIN	SCHOOL	4,617.00
DEMING	SALLY	TREASURER	28,771.27	GRUNDITZ	PAUL	COA	4,136.10
DENNY-BROWN	JOHN	SCHOOL	6,510.00	GUILLETTE	MICHAELA	SCHOOL	558.50
DESLAURIERS	KIM	SCHOOL	5,121.54	GUIMOND	DEREK	SCHOOL	3,683.04
DIAMANTOPOULOS	DALE	SCHOOL	280.00	GUINARD	ROBERT	DPW	32.50
DIAMANTOPOULOS	SUSAN	SCHOOL	74,184.42	GUTZLER	MICHAEL	SCHOOL	19,029.20
DIAMANTOPOULOS	KRISTA	SCHOOL	48,684.09	HAKEY	PATRICK	FIRE	14,343.86
DICONZA	ROBERT	POLICE	69,121.93	HALEY	JUDY	SCHOOL	5,125.64
DIK	GREGORY	FIRE	12,491.33	HALLIGAN	LINDA	SCHOOL	3,844.72
DILLON	SCOTT	FIRE	79,271.28	HAMILTON	RUTH	TAX WORKOFF	1,000.00
DIONNE	JEFF	SCHOOL	21,078.45	HANNIGAN	MICHAEL	SCHOOL	68,645.24
DIPERRI	NATHAN	SCHOOL	67,607.48	HANSCOM	JULIANNA	SCHOOL	118,300.02
DOEGE	MARY	SCHOOL	4,297.06	HANSEL	BROOK	SCHOOL	939.60
DOHERTY	SUSAN	COA	57,209.29	HARDY	ERICA	SCHOOL	19,071.80
DORSEY	SAMANTHA	SCHOOL	59,807.43	HARGREAVES	HOWARD	SCHOOL	14,289.19
DOWNEY	SUSAN	SCHOOL	3,990.59	HARMON	PAUL	SCHOOL	60,701.10
DOWNEY	TIMOTHY	FIRE	11,783.70	HARRINGTON	AMY	SCHOOL	51,911.80
DOYLE	SARAH	SCHOOL	1,440.00	HAVEY	RYAN	SCHOOL	8,627.08
DRAKE	JULIE	SCHOOL	14,452.35	HAYES	OLIVIA	SCHOOL	2,890.11
DUGAS	KIMBERLY	SCHOOL	2,448.00	HEBERT	JACK	POLICE	166,531.08
DUMONT	NICHOLETTE	SCHOOL	54,682.47	HERRICK	KATHRYN	TOWN CLERK	47,453.18
DUNHAM	LOIS	TAX WORKOFF	1,000.00	HILL	ROBERT	SCHOOL	81,687.19
DUPONT	PATRICIA	LIBRARY	66,510.60	HILL	JESSE	SCHOOL	2,801.00
DUQUETTE	PAUL	FIRE	16,969.46	HIPPLER	MELISSA	FIRE	5,013.13
DUSEK	JAYNE	SCHOOL	45,709.22	HIRSCH	KRISTEN	FIRE	722.91

DUSEK	JAYNE	SCHOOL	45,709.22	HIRSCH	KRISTEN	FIRE	722.91
EATON	TATIANA	SCHOOL	16,161.76	HITCHCOCK	DEBRA	SCHOOL	15,100.83
EBERSOLE	ROBERT	SELECTMEN	100.00	HITCHCOCK	STEPHEN	SCHOOL	3,850.00
ECONOMO	JON	SCHOOL	4,617.00	HOLMAN	MARK	DPW	47,450.28
ELKINS	ERIN	SCHOOL	700.00	HOLMAN	TODD	CEMETERY	55,014.16
ELLERT	LUCINDA	SCHOOL	9,681.00	HOWARD	RICHARD	FIRE	27.65
EPSTEIN	MALLORY	SCHOOL	1,952.19	HOYT	DANA	SCHOOL	16,688.03
EUVARD	DAWNE	SCHOOL	4,238.13	HYATT	PETER	FIRE	5,810.35
EVANS	HOLLY	SCHOOL	1,775.00	HYATT	KATHLEEN	SCHOOL	18,556.80
EWEN	SHERYL	SCHOOL	11,334.89	JAHRISS	SALLY	SCHOOL	70.00
FAVREAU	JACQUELYN	SCHOOL	48,426.70	JARVI	CAROLYN	SCHOOL	3,445.00
FEMINO COTE	GINA	SCHOOL	65,936.23	JENKINS	CANDACE	SCHOOL	1,485.09
FINCH	CAROLYN	SCHOOL	70,300.35	JOHNSON	LIZABETH	SCHOOL	25,576.96
FINNEGAN	SUSAN	SCHOOL	13,607.48	JONES	KENNETH	FIRE	88,239.71
FLAGG	AUSTIN	FIRE	5,034.43	JONES	KIMBERLY	SCHOOL	62,967.63
FLYNN	SHERRIE	SCHOOL	71,471.46	JONES	AMY	SCHOOL	57,899.63
FORD	MARIBETH	SCHOOL	83,854.67	JONES	NICOLA	SCHOOL	7,096.26
FOREST	NANCY	ACCT	56,239.12	JONES	CORINNE	SCHOOL	3,432.04
FORTIER	JANE	SCHOOL	156.84	KARIS	NANCY	SCHOOL	3,010.00
FORTIER	JENNIFER	SCHOOL	2,600.00	KEEFER	CATHERINE	PARKS	3,968.00
FOUNTAIN	KALEEM	SCHOOL	17,927.50	KEEGAN	ANNA	SCHOOL	83,882.18
FOYLE	MARY	SCHOOL	77,538.02	KEEGAN	WILLIAM	SCHOOL	66.80
FRANK	JESSICA	SCHOOL	105.00	KELLEY	JERIANNE	SCHOOL	5,110.64
FRATTURELLI	MICHAEL	SCHOOL	3,100.00	KELLY	SARAH	SCHOOL	910.00
FRAZER	DANIEL	SCHOOL	1,273.04	KENNEY	SARA	SCHOOL	80,547.32
FREEMAN	SHERRI	LIBRARY	15,564.99	KILCOMMINS	PATRICIA	SCHOOL	21,228.57
FRIEDMAN	MITCHEL	SCHOOL	74,251.54	KING	LAUREN	SCHOOL	31,724.66
GALLOWAY	HELEN	SCHOOL	48,666.97	KIRK	KAYLA	SCHOOL	2,966.08
GAMBERDELLA	CARL	FIRE	15,047.19	KITTIRATH	MIKKO	SCHOOL	123.24
GAMMEL	THOMAS	POLICE	98,205.18	KLAFT	LYNNE	TOWN CLERK	27,684.65
GAUDET	CAROL	TAX WORKOFF	1,000.00	KLINGLER	THERESA	SCHOOL	10,780.34
KNEELAND	HEIDI	SCHOOL	749.84	MARSHALL	JANET	SCHOOL	87,046.71
KOECK	AMANDA	COA	34,476.79	MARTIN	MARIE	SCHOOL	15,608.74
KOZIOL	JOSHUA	SCHOOL	75,123.58	MARTIN	HAILEE	SCHOOL	50,784.05
KOZLOSKI	SKYLER	FIRE	20,796.49	MASSAK	JOHN	FIRE	23,638.18
KRAFVE	RICHARD	SCHOOL	50,548.95	MATHIEU	JOSHUA	POLICE	106,149.18
KROMER	NICOLE	SCHOOL	80,962.39	MATSON	PAULA	SCHOOL	875.00
KULIG	LOUISE	SCHOOL	2,569.75	MAY	JONATHAN	POLICE	23,385.63
KYAJOHNIAN	STEVEN	SCHOOL	80,129.53	MCALLISTER	ALICIA	SCHOOL	14,643.13
LACHANCE	CLAUDETTE	SCHOOL	18,201.00	MCBRIDE	SHIRLEY	REGISTRATIONS	4,945.74
LACHANCE	JACOB	POLICE	26,888.93	MCCARTHY-GUILLETT	PATRICIA	SCHOOL	20,549.00
LACROIX	JOCELYNN	LIBRARY	1,340.48	MCCAULIFF	PETER	SCHOOL	95,162.79
LAFFOND	DEBRA	LIBRARY	39,075.96	MCCLUSKEY	FRANCES	SCHOOL	48,368.11
LAFLEUR	KERRY	TOWN MGR	98,226.99	MCCOLL	PATRICIA	SCHOOL	22,947.21
LANDI	MARY	SCHOOL	883.31	MCCORMACK	THOMAS	FIRE	130.95
LANDRY	MEAGAN	POLICE	9,524.29	MCCULLAH	SHARON	SCHOOL	87,870.71
LANGLOIS	SHERRY	SCHOOL	841.68	MCCUMBER	JOHN	SCHOOL	10,739.37
LAPOINTE	STEPHANIE	SCHOOL	955.41	MCGRATH	ROBERT	SCHOOL	90,991.22
LASERTE	SANDRA	SCHOOL	1,890.00	MCGUIGAN	JAMES	COA	10,884.70
LAVERY	LISA	SCHOOL	43,486.81	MCGUIRE	KATHLEEN	SCHOOL	43,476.99
LAVOIE	DONNA	SCHOOL	24,595.48	MCGUIRK	JOHN	SCHOOL	12,624.59
LEBLANC	LISA	SCHOOL	65,236.13	MCGUIRL	DAWN	SCHOOL	17,076.37
LEET	AMY	TAX WORKOFF	1,000.00	MCGUIRL	BRITTANY	SCHOOL	47,952.07
LEFEBVRE	BARBARA	SEWER	53,663.58	MCHUGH	KAARA	SCHOOL	7,242.19
LEGER	CHRISTIN	SCHOOL	12,518.61	MCKENNA	SHAWN	FIRE	5,278.25
LEGER	KAYLA	POLICE	4,268.96	MCLAUGHLIN	JOANN	PUBLIC ACCESS	32,008.17
LEHTO	EMILY	SCHOOL	13,108.50	MENAMARA	BRADLEY	POLICE	97,810.18
LEKADITIS	CHRISTOS	FIRE	12,093.05	MELNICKI	LISA	POLICE	51,316.28
LEKADITIS	PETER	POLICE	85,103.08	MILLER	JENNIFER	SCHOOL	62,012.54
LEROUX	JENNIFER	SCHOOL	16,330.23	MILLET	JAMIE	SCHOOL	54,511.80
LETARTE	DONALD	POLICE	46,798.55	MINICHELLO	DANIEL	POLICE	6,899.91
LETENDRE	CHARLOTTE	SCHOOL	68,859.43	MITCHELL	LISA	SCHOOL	2,308.00
LEVASSEUR	ZACHARY	POLICE	7,784.43	MOBLEY	CYNTHIA	SCHOOL	15,962.88
LILJEGREN	TAYLOR	SCHOOL	769.00	MOBLEY	MELANIE	SCHOOL	79,146.49
LINK	MILTON	SCHOOL	9,432.16	MOLA	MONIQUE	SCHOOL	14,449.88
LIVELY	BRIANNA	SCHOOL	33,782.61	MONIZ	HALEY	SCHOOL	12,859.58

LONDA	JOANNE	SCHOOL	80,542.32	MOORE	MARTHA	LIBRARY	65,749.94
LORDAN	MEGAN	SCHOOL	164.32	MOORE	ALEXANDER	SCHOOL	9,572.44
LORENZEN	NADINE	SCHOOL	33,992.31	MORREALE	JOHN	POLICE	72,764.33
LOUZONIS	HELENA	SCHOOL	350.00	MORREALE	JOHN	BUILDING	5,571.40
LUCK	PHYLLIS	SELECTMEN	100.00	MORRIS	ROBIN	LIBRARY	1,724.87
LURIA	PAUL	SCHOOL	2,637.00	MORROW	AMANDA	SCHOOL	18,555.24
LUTH	MICHAEL	POLICE	106,229.91	MUHNISKY	ANTHONY	SCHOOL	3,529.00
LYNCH	TODD	POLICE	7,674.33	MULLALLY	NICOLE	SCHOOL	2,538.99
LYONS	JAIME	SCHOOL	73,451.02	MURPHY	AUDUR	SCHOOL	71,251.53
MACDOUGALL	LORRAINE	SCHOOL	70,136.73	MURPHY	PAUL	SCHOOL	3,699.44
MACLEAN	ROSEMARY	SCHOOL	479.47	MURRAY	NANCY	SCHOOL	66,068.06
MACUGA	TIMOTHY	SCHOOL	52,718.35	MUTH	SHELLY	SCHOOL	19,424.69
MADRIGAL	STEPHANIE	SCHOOL	16,278.21	NADARESKI	DANIEL	IT SCHOOL/TOWN	52,779.03
MAILLET	LISA	SCHOOL	16,777.94	NASS	GENEVIEVE	SCHOOL	75,599.50
MAILLET	LISA	SCHOOL	6,961.17	NELSON	CHERYL	SCHOOL	75,838.80
MAJOR	LYNN	SCHOOL	85,279.77	NELSON	WANDA	TAX WORKOFF	410.00
MALANDRINOS	STEPHEN	IT SCHOOL/TOWN	79,644.45	NEWELL	JOAN	SCHOOL	17,777.50
MALATOS	RHONDA	SCHOOL	76,693.40	NORMANDIN	TIMOTHY	SCHOOL	82,650.88
MALLARI	MYLEEN Y	TREASURER	57,842.51	NORMANDIN	LISA	BUILDING	67,164.25
MALLOY	JONATHAN	SCHOOL	5,180.37	O'BRIEN	DEVEN	POLICE	101,798.81
MANTINO	RAQUEL	SCHOOL	41.08	OETINGER	JULIE	SCHOOL	5,354.44
MARABELLO	SUSAN	SCHOOL	5,794.00	OKERMAN	GAIL	SCHOOL	74,167.27
MARABELLO	LYNN	SCHOOL	49,470.27	OKSANISH	ELENA	SCHOOL	61,433.99
MARABELLO	NATALIE	SCHOOL	16,005.23	OLIVER	KATHLEEN	SCHOOL	1,240.10
MARCIELLO	DAVID	TOWN MGR	27,060.00	OLIVER	COURTNEY	SCHOOL	2,020.62
MARINO	JAMES	POLICE	118,021.10	PALMA	CHRISTA	SCHOOL	67,433.43
MARPLE	ELIZABETH	SCHOOL	14,929.72	PAPADOPOULOS	LINDA	SCHOOL	58,240.30
MARRO	MATTHEW	CONSERVATION	17,244.00	PAQUETTE	LOUISE	ASSESSORS	58,084.89
MARRONE	MEGHAN	SCHOOL	43,836.68	PARENT	ASHLEY	SCHOOL	21,353.22
PATACCHIOLA	DONNA	TAX WORKOFF	722.50	SABATINI	SARAH	SCHOOL	76,317.23
PATON	TIMOTHY	FIRE	2,357.82	SALAS	JULIENNE	POLICE	1,094.51
PEDERSEN	DEVYN	SCHOOL	2,510.02	SALVI	LISA	SCHOOL	5,654.18
PELKEY	TYLER	FIRE	9,319.94	SAMPSON	CHARLES	FIRE	2,078.96
PELLERIN	BENJAMIN	SCHOOL	20,111.05	SAMPSON	GERALDINE	SCHOOL	49,035.34
PENNEY	ANN	TAX WORKOFF	420.00	SANDERS	BRIAN	SCHOOL	40,361.48
PERREAULT	MICHAEL	SCHOOL	3,315.00	SANTRY	TIMOTHY	SCHOOL	101,323.41
PERRY	TAMMY	SCHOOL	49,102.35	SAUVAGEAU	MICHAEL	BUILDING	70,631.17
PETERSEN	ELIZABETH	SCHOOL	50,990.37	SAUVAGEAU	KRISTEN	SCHOOL	24,430.58
PETERSON	ELAINE	SELECTMEN	39,045.24	SCHKUTA	KRISTI	SCHOOL	49,756.51
PHATTHAMMACHACK	ERIC	SCHOOL	1,514.50	SCHNEIDER	JOSLIN	SCHOOL	9,811.94
PHONGSAMOUTH	MAESA	SCHOOL	2,343.00	SCHNEPF	ANDREA	BD OF HEALTH	38,282.82
PICHNARCIK	PATRICIA	SCHOOL	28,282.80	SCOGGINS	NICHOLAS	IT SCHOOL	29,770.13
PIERCE	JUDITH	SCHOOL	27,560.82	SCORSE	SAGE	LIBRARY	3,731.89
PIERCE	STEVEN	SCHOOL	17,885.85	SCOTT	ANNIKA	SCHOOL	68,777.57
PIERMARINI	NICOLE	LIBRARY	27,745.35	SCOUTEN	CORINNE	SCHOOL	660.00
PIMENTEL	LYNETTE	SCHOOL	481.62	SHARKEY	JAMES	WIRING	23,782.28
PINGSTERHAUS	CRAIG	SCHOOL	65,755.88	SHAW	CHERYL	PARKS	848.00
POCHINI	JORDAN	IT SCHOOL/TOWN	34,294.96	SHEA	JAMIESON	FIRE	2,605.24
POIRIER	JO-ANNE	SCHOOL	5,080.65	SHEA	LORI	SCHOOL	65,115.65
POIRIER	JOSEPH	DPW	15,753.41	SHEASGREEN	TIMOTHY	SCHOOL	87,551.71
PORPORA	MARGARET	SCHOOL	74,251.39	SHEEHY	SANDRA	SCHOOL	17,106.72
POULIOT	MELANIE	SCHOOL	73,910.89	SHELDON	GEOFFREY	SCHOOL	23,047.08
POWERS	JANE	SCHOOL	1,190.00	SHIELDS	DEBORAH	LIBRARY	14,578.98
POWERS	JILL	SCHOOL	3,209.44	SHORT	ERIC	SCHOOL	88,675.38
PRATT	HEATHER	SCHOOL	2,671.00	SICARD	TRICIA	SCHOOL	1,080.01
PRIMEAU	KRISTEN	SCHOOL	971.91	SICILIANO	PATRICIA	SCHOOL	25,156.77
PRINCE SMITH	DEBORAH	SCHOOL	61,923.64	SIELING	MARY	SCHOOL	71,251.53
PROCTOR	PEGGY	SCHOOL	89,519.01	SIMEONE	ELIZABETH	PARKS	1,544.00
PROGIN	JOSEPH	DPW	70,730.30	SIPONMAA	SANDRA	TAX WORKOFF	275.00
PUNALES-SANTIAGO	JIMENA	SCHOOL	45,317.98	SMALL	HEATHER	SCHOOL	18,015.21
PUTNAM	MIRANDA	SCHOOL	220.16	SMITH	KAREN	SCHOOL	15,243.53
QUEEN	ANNETTE	SCHOOL	36,787.91	SMITH	GREGORY	DPW	56,867.90
RABOIN	AMY	SCHOOL	69,976.97	SMITH	LYNDSI	SCHOOL	9,147.71
RACINE	BRIAN	SCHOOL	4,924.94	SNAPE	KIRSTEN	SCHOOL	42,781.26
RADFORD	LYNN	SCHOOL	77,267.22	SOBECKY	NINA	SCHOOL	22,906.11
RAFFAELE	AMY	SCHOOL	18,830.20	SODANO	JOHN	SCHOOL	15,237.98



RAFFAELE	AMY	SCHOOL	18,830.20		SODANO	JOHN	SCHOOL	15,237.98
RASH	KAREN	SCHOOL	90,874.21		SPADAFINO	BRIAN	SCHOOL	107,150.60
REARDON	SUSAN	SCHOOL	76,952.49		SPARE	MICHAEL	SCHOOL	6,848.00
REED	CHRISTINE	SCHOOL	471.96		SPARKS	JUSTIN	SCHOOL	65,461.98
REDA	SHAWN	SCHOOL	12,058.46		SPRAGUE	AUDRA	SCHOOL	260.00
REYNOLDS	IAN	FIRE	519.55		SPURIA	LESLIE	SCHOOL	52,416.80
REYNOLDS	JAMES	FIRE	189.80		ST JEAN	MARC	SCHOOL	42,752.51
RHODES	GARRY	BUILDING	2,165.00		STACKPOLE	BRADLEY	SCHOOL	1,712.80
RICCI	JAMES	FIRE	89,276.41		STADLER	JENNIFER	SCHOOL	420.00
RICHARD	SUSAN	SCHOOL	519.00		STATELER	TINA	SCHOOL	18,591.11
RILEY	DIANE	SCHOOL	1,540.00		STATELER	CHAD	POLICE	22,965.16
RIOS	JENNIFER	SCHOOL	13,129.74		STEELE	DARLENE	SCHOOL	8,032.85
ROANE	HANNAH	SCHOOL	2,449.10		STEVENSON	WARREN	SCHOOL	76,767.59
ROBERTS	MICHAEL	DPW	56,262.17		STEWART	MARGARET	ACCT	37,734.33
ROBERTS	CHRISTINA	TAX COLLECTOR	31,338.16		STONE	LISA	SCHOOL	85,312.21
ROBILLARD	KAYLA	SCHOOL	1,470.00		STRUBBE	LAURIE	SCHOOL	756.00
ROBINSON	KATE	SCHOOL	2,640.00		SULLIVAN	PATRICK	FIRE	93,399.73
ROBINSON	BETH	SCHOOL	5,233.43		SULLIVAN	MARTHA	SCHOOL	83,183.02
ROBUCCIO	ROBERT	SCHOOL	4,047.00		SWENSON	KATIE	SCHOOL	9,042.65
ROBUCCIO	NICO	SCHOOL	4,882.53		SWIFT	CHARLES	SCHOOL	48,535.97
RODER	KERRY LYNNE	SCHOOL	23,163.07		SYLVIA	JUSTIN	SCHOOL	970.45
RODRICK	MEGAN	SCHOOL	23,657.62		SZOCIK	KELLY	FIRE	1,757.48
RODRIQUENZ	JOHN	DPW	89,670.79		TALLEY	CONSTANCE	SCHOOL	1,213.34
ROMANO	SARAH	SCHOOL	3,266.30		TATA	KAREN	SCHOOL	1,961.96
ROSANCRAINS	CYNTHIA	SCHOOL	80,042.32		TEDESCO	VIRGINIA	SCHOOL	55,211.80
ROSARIO	YANARILITSA	SCHOOL	523.50		TEVZADZE	GEORGE	SCHOOL	140.00
ROSARIO-CUMBAS	YANARILET	SCHOOL	8,690.46		THEBEAU	CARISSA	SCHOOL	484.24
ROY	ROBERT	SCHOOL	56,484.07		THERRIEN	NICOLE	SCHOOL	16,278.21
ROY	LORI	FIRE	130.00		THIBODEAU	JEFFREY	POLICE	103,845.67
RUCKER	SARAH	SCHOOL	12,398.56		THOMAS	HEATHER	SCHOOL	687.07
TIERNEY	KELLY	SCHOOL	7,805.43					
TOALE	JAMES	SELECTMEN	100.00					
TOCCI	JOSHUA	POLICE	87,620.25					
TOUSIGNANT	KARMA	SCHOOL	89,746.71					
TOUSIGNANT	DIANNE	SCHOOL	1,040.00					
TRUAX	ROBERT	SCHOOL	87,867.71					
TSIAKALOS	ELENI	SCHOOL	15,778.49					
TURNER	KELLY	SCHOOL	1,612.33					
ULF	MARY	SCHOOL	23,610.65					
VAILLANCOURT	JAMES	SCHOOL	41,868.61					
VALENTIN	JUDITH	SCHOOL	1,535.00					
VALLEE	PAMELA	SCHOOL	86,150.88					
VALLIERE	EVAN	FIRE	47.46					
VANAMBURG	ROBIN	SCHOOL	21,948.09					
VASADY-KOVACS	MELINDA	SCHOOL	5,683.64					
WAGNER	DARLENE	SCHOOL	14,408.12					
WAGNER	KERRY	SCHOOL	1,927.00					
WAGNER	JOHN	POLICE	14,983.65					
WALKER	KIT	DPW	50,371.09					
WALKER	JESSICA	SCHOOL	16,412.22					
WALSH	LYNN	SCHOOL	1,535.00					
WARDWELL	CARYN	SCHOOL	73,914.53					
WARREN	ROBIN	SCHOOL	71,251.53					
WASSO PUKAITE	ALEXIS	SCHOOL	76,538.02					
WATERMAN	KELLY	SCHOOL	26,260.50					
WATSON	ELSA	COA	4,450.14					
WELCH	JOHN	DPW	24,300.68					
WELLER	KAREN	FIRE	49,413.43					
WHIPPLE	VICTORIA	SCHOOL	66,262.62					
WHITAKER	MARY	SCHOOL	66,857.53					
WILKINS	EDWARD	SCHOOL	32,126.47					
WILLIAMS	GARY	PLUMB/GAS	16,333.60					
WITHAM	HEATHER	SCHOOL	69,044.90					
WITHERS	MICHELLE	SCHOOL	80,042.32					
WOLF	LYNN	SCHOOL	54,818.17					
WORMELL	ERIC	SCHOOL	3,405.00					

TOUSIGNANT	DIANNE	SCHOOL	1,040.00
TRUAX	ROBERT	SCHOOL	87,867.71
TSIAKALOS	ELENI	SCHOOL	15,778.49
TURNER	KELLY	SCHOOL	1,612.33
ULF	MARY	SCHOOL	23,610.65
VAILLANCOURT	JAMES	SCHOOL	41,868.61
VALENTIN	JUDITH	SCHOOL	1,535.00
VALLEE	PAMELA	SCHOOL	86,150.88
VALLIERE	EVAN	FIRE	47.46
VANAMBURG	ROBIN	SCHOOL	21,948.09
VASADY-KOVACS	MELINDA	SCHOOL	5,683.64
WAGNER	DARLENE	SCHOOL	14,408.12
WAGNER	KERRY	SCHOOL	1,927.00
WAGNER	JOHN	POLICE	14,983.65
WALKER	KIT	DPW	50,371.09
WALKER	JESSICA	SCHOOL	16,412.22
WALSH	LYNN	SCHOOL	1,535.00
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WARREN	ROBIN	SCHOOL	71,251.53
WASSO PUKAITE	ALEXIS	SCHOOL	76,538.02
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WATSON	ELSA	COA	4,450.14
WELCH	JOHN	DPW	24,300.68
WELLER	KAREN	FIRE	49,413.43
WHIPPLE	VICTORIA	SCHOOL	66,262.62
WHITAKER	MARY	SCHOOL	66,857.53
WILKINS	EDWARD	SCHOOL	32,126.47
WILLIAMS	GARY	PLUMB/GAS	16,333.60
WITHAM	HEATHER	SCHOOL	69,044.90
WITHERS	MICHELLE	SCHOOL	80,042.32
WOLF	LYNN	SCHOOL	54,818.17
WORMELL	ERIC	SCHOOL	3,405.00
WOZNY	JOHN	SCHOOL	12,890.35
WYLD	LAURA	SCHOOL	59,237.17
XARRAS	LAURIE	SCHOOL	26,812.45
YOUNG	MARY	SCHOOL	70,067.95
YOUNG	KELLY	SCHOOL	1,696.66
YOURK	TAMARA	SCHOOL	76,828.22
ZAYKA	CATHERINE	SCHOOL	66,792.60
ZIMMERMAN	KATHRYN	SCHOOL	2,310.00
ZIVOJINOVIC	DEBRA	SCHOOL	73,114.73
ZRATE	SEAN	POLICE	83,566.67

<b><u>TOWN OFFICES</u></b>	<b><u>HOURS</u></b>	<b><u>PHONE #</u></b>
<i>(Please check the town website for any changes to office hours or other services/changes.)</i>		
<b>ALL TOWN OFFICES, EXCEPT WHERE NOTED, ARE CLOSED ON FRIDAYS.</b>		
<b>ACCOUNTING DEPT.</b>	MON./WED. 8 AM - 4 PM	978-582-4133
	TUES./THURS. 8 AM - 6 PM	
<b>ANIMAL CONTROL (Through Nashoba Valley Dispatch)</b>		978-582-4531
<b>ASSESSORS OFFICE</b>	MON./WED. 8 AM - 4 PM	978-582-4145
	TUES./THURS. 8 AM - 6 PM	
<b>BOARD OF HEALTH</b>	MON./WED. 8 AM - 3 PM	978-582-4146 x 3
	TUES./THURS. 8 AM - 6 PM	
<b>BOARD OF SELECTMEN/TOWN MANAGER</b>	MON./WED. 8 AM - 4 PM	978-582-4144
	TUES./THURS. 8 AM - 6 PM	
<b>BOYS &amp; GIRLS CLUB/TEEN CENTER*</b>	MON. - FRI. 2 - 6 PM	978-582-6406
<b>BUILDING COMMISSION/ ZONING OFFICER</b>	MON./WED. 8 AM - 4 PM	978-582-4146 x 6
	TUES./THURS. 8 AM - 6 PM	
<b>CEMETERY DEPT.</b>	MON. - FRI. 7 AM - 3 PM	978-582-4160 x 7
<b>CONSERVATION COMMISSION</b>	MON./WED. 8 AM - 4 PM	978-582-4146 x 8
	TUES./THURS. 8 AM - 6 PM	
<b>COUNCIL ON AGING/SENIOR CENTER</b>	MON. - THURS. 8 AM - 5 PM	978-582-4166
	FRIDAY 8 AM - 4 PM	
<b>ELECTRICAL INSPECTOR (John Biery)</b>	BY APPOINTMENT	978-505-2461
<b>FIRE DEPARTMENT</b>		978-582-4155
<b>LIBRARY</b>	MON.- THURS. 10 AM - 8 PM	978-582-4140
	SAT. 10 AM - 2 PM	
<b>PARKS COMMISSION</b>	MON. -FRI. 7 AM - 3 PM	978-582-4160
<b>PLANNING BOARD</b>	MON./WED. 8 AM - 4 PM	978-582- 4147
	TUES./THURS. 8 AM - 6 PM	
<b>PLUMBING/GAS INSPECTOR (Gary Williams)</b>	BY APPOINTMENT	978-265-6540
<b>PUBLIC ACCESS CABLE</b>	BY APPOINTMENT	<a href="mailto:lunenburgaccess@gmail.com">lunenburgaccess@gmail.com</a>
<b>POLICE DEPARTMENT</b>		978-582-4531
<b>PUBLIC WORKS</b>	7 AM - 3 PM WEEKDAYS	978-582-4160
<b>SEWER COMMISSION</b>	MON. -FRI. 7 AM - 3 PM	978-582-4160 x 8
<b>TOWN CLERK</b>	MON./WED. 8 AM - 4 PM	978-582-4130/4131
	TUES./THURS. 8 AM - 1 PM; 3- 6 PM	
<b>TREASURER/ COLLECTOR OFFICE</b>	MON./WED. 8 AM - 4 PM	978-582-4133
	TUES./THURS. 8 AM - 6 PM	
<b>VETERANS SERVICES</b>	TUES. 4:30 - 6:30 PM	978-582-4176
	OR BY APPOINTMENT	
<b>WATER DISTRICT OFFICE**</b>	MON.- FRI. 7:30 AM - 4:00 PM	978-342-9211
<b>WEIGHTS &amp; MEASURES (Stephen Cullinane)</b>	BY APPOINTMENT	978-582-8290
<b>ZONING BOARD OF APPEALS</b>	MON./WED. 8 AM - 4 PM	978-582-4146
	TUES./THURS. 8 AM - 6 PM	
* Teen Center follows LPS calendar and opens at 11 AM on 1/2 days, not open on inclement weather/early dismissal days.		
** The Water District is a separate distinct municipal entity not associated with the Town of Lunenburg. Their telephone number and office hours are provided for residents' convenience.		

